White Earth Scholarship Program

33500 Eagle View Road
PO Box 418
White Earth, MN 56591
P:(218) 983-3285 ext. 5309 or 5302
F:(218) 983-3705
scholarship@whiteearth-nsn.gov

GRADUATION INCENTIVE REQUIREMENTS & CHECKLIST
Also available on Page 11 of the WESP Policies and Procedures

GRADUATION INCENTIVE REQUIREMENTS & QUALIFICATIONS

- Applicants must be an enrolled member of the White Earth Band of the Minnesota Chippewa Tribe. All applications will be verified by the White Earth Enrollment Office.
- Applicants must complete a Graduation Incentive Application, W-9, and Direct Deposit Form before their application is considered complete. All areas of the forms must be completed.
- College graduate applicants must submit their final graduation transcript that shows their awarded degree information, major, minors, degree GPA, and award/graduation date.
- High School graduates must submit their transcript showing their cumulative GPA and diploma/graduation date.
- GED applicants must submit documentation showing their successful GED completion date. *White Earth Adult Basic Education GED graduates are not eligible for the WESP Graduation Incentive. White Earth ABE graduates must contact the White Earth ABE Program Manager regarding graduation incentives.
- Applications will be processed in the order they were received. Incomplete applications will not be processed until all required documents are received.
- Graduation Incentives will be sent directly to the financial institution indicated on the direct deposit form.
- Graduation Incentives are not guaranteed and are contingent on availability of funds.
- **Applicants that graduated prior to September 1, 2021, will not be eligible for the Graduation Incentive.**

AWARD LEVELS

White Earth Enrolled Graduates will be eligible for the incentive one (1) time at each degree level. Students who complete multiple degrees in the same degree level will not receive more than one Graduation Incentive award per degree level.

Current Incentive Amounts – Effective September 1, 2021
- $200 – High School Diploma or GED
- $300 – 2-Year Degree (AA, AS, AAS, other)
- $400 – 4-Year Degree (BA, BS, other)
- $500 – Master's Degree
- $600 – Doctorate Degree

GRADUATION INCENTIVE CHECKLIST

Your application will not be considered complete until the following is received:

☐ Completed Graduation Incentive Application
☐ W-9 with all highlighted areas complete
☐ Direct Deposit Form with voided check or bank account documentation
☐ Graduation Transcript. Transcript MUST show:
- Degree
- Degree GPA
- Graduation Date

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GRADUATION INCENTIVE APPLICATION

Personal Information:

Full Name (First, Middle, Last):_____ Maiden/Other _____

Mailing Address: _____ Date of Birth: _____ Soc. Sec. No. _____

City, State & Zip: _____ Phone:(_____) _____

White Earth Enrollment Number: _____ Email Address: _____

School/Post-Secondary Graduation Information:

Name of School/Post-Secondary Institution: _____Graduation Date:_____

Degree Level (check one):

☐ High School Diploma or GED

☐ 2 Year Program (AA, AS, AAS, other:_____)

☐ 4 Year Program (BA, BS, other: _____)

☐ Master's Program

☐ Doctorate Program

Major(s): _____

Minor(s):_____

Degree GPA: _____

I have read and understand the Graduation Incentive Policies and criteria found in the White Earth Scholarship Program Policies & Procedures. I understand that the Graduation Incentive is not guaranteed and is dependent on available funds. I authorize the White Earth Scholarship Program to obtain my enrollment information/blood quantum from the White Earth Enrollment Office to determine my eligibility for services.

Applicant Signature:_____ Date: _____

TO BE COMPLETED BY WHITE EARTH RESERVATION ENROLLMENT OFFICE ONLY

I HEREBY CERTIFY THE ABOVE-NAMED APPLICANT:

☐ **IS** an ENROLLED MEMBER of the WHITE EARTH BAND of the MINNESOTA CHIPPEWA TRIBE.

*I hereby certify the above-named applicant is _____/_____ degree of White Earth Band of Minnesota Chippewa Tribe blood according to available records.

☐ **IS NOT** an ENROLLED MEMBER of the WHITE EARTH BAND of the MINNESOTA CHIPPEWA TRIBE.

Certified by: _____ **Date:** _____

Job Title: _____

WHITE EARTH SCHOLARSHIP PROGRAM USE ONLY

Application Received: _____ ☐ Approved ☐ Denied Vendor ID: _____

Date W-9 & DD sent to Finance:_____ Amount: $ _____

Approved by: _____ Date Completed: _____

White Earth Reservation Business Committee

Accounts Payable Direct Deposit Form

Name: _____   Date: _____

I authorize the White Earth Tribal Council Finance Department and the institution listed below to initiate electronic entries to the account indicated below for any applicable Accounts Pay transactions.

○ Checking

○ Savings

Financial Institution: _____

City: _____   State: _____   Zip:_____

Name of Account Owner: _____

Transit Routing Number	Account Number Information

_____   _____

Signature   Date

Email address to receive voucher: _____

*MUST include a voided check or official bank account documentation on official letterhead.

Form W-9

(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer
Identification Number and Certification

➤ Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☑ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I **Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

☐☐ – ☐☐☐☐☐☐☐

Part II **Certification**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and

2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

3. I am a U.S. citizen or other U.S. person (defined below); and

4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶

Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

• Form 1099-INT (interest earned or paid)

• Form 1099-DIV (dividends, including those from stocks or mutual funds)

• Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)

• Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)

• Form 1099-S (proceeds from real estate transactions)

• Form 1099-K (merchant card and third party network transactions)

• Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

• Form 1099-C (canceled debt)

• Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Cat. No. 10231X

Form **W-9** (Rev. 10-2018)