



Pokégnek Bodéwadmik
POKAGON BAND OF POTAWATOMI
EDUCATION

Higher Education Assistance Program Class Withdrawal Reimbursement Form

Name: _____ Tribal ID: _____

Records indicate that you have withdrawn from the following classes:

Name of College/University: _____

Semester/Term: _____

Class _____ Credit/Units _____

Class _____ Credit/Units _____

Class _____ Credit/Units _____

Class _____ Credit/Units _____

Class _____ Credit/Units _____

Total of Credits/Units Withdrawn _____

Original Credits/Units Submitted this Semester/Term: _____

Book Stipend Owed \$ _____

Housing Owed (under full-time after withdrawal) \$ _____

Tuition Owed \$ _____

Total Amount to be Reimbursed to the Band \$ _____

Payment Options:

Option 1. Plan to attend school for the two terms and ask that the repayment be taken out ½ at a time.

Option 2. Pay back the funding by personal check in following way:

Full amount at one time

Create the following repayment schedule _____

Signature _____

Higher Education Assistance Program Reimbursement Information

Under the Higher Education Assistance Program (“Program”), any student shall notify the Department of Education (“Department”) in writing within five (5) working days after **withdrawing or dropping any classes or being suspended from the Educational Institution.**

Any student shall reimburse the Pokagon Band of Potawatomi Indians (“Band”) the portions of the Book and Material Assistance, Housing Assistance, and Tuition/Fee Assistance (“Education Benefits”) received which corresponds to any class from which the student has withdrawn or dropped. The entire Education Benefit shall be reimbursed to the Band if any student withdraws or is suspended or dismissed from the Educational Institution or any false information was provided to the Department relating to this program and, based on such information, the student received the Education Benefit.

A student who is required to reimburse the Band shall complete the attached form to the Department to arrange for payment of the amount owed. If a student fails to reimburse the Band the amount owed, the Department may pursue all available legal remedies and may deduct the amount owed from future payments to the student under this Program.

Calculating Reimbursement:

Associate: \$200 per credit (Max 18)	Master’s: \$600 per credit (Max 15)
Bachelor’s: \$400 per credit (Max 18)	Doctorate: \$800 per credit (Max 15)
Book Assistance: \$150 per class (Max 6)	Book Assistance: \$300 per class (Max 4)

Tuition:

Class withdrawn “Associate examples”:

3 credits (withdrawn) x \$200= \$600 owed; only if student was paid max eligible toward tuition and fee. Such as, Department paid 12 credits at \$2,400 max eligibility.

OR

The Department paid a lesser amount such as, 12 credit at \$1,800 you will have to find owed amount by the total amount paid by Department divided by credits taken equals the amount per credit was actually paid **\$1800/12=\$150, \$150 x 3= \$450 owed**

Book Assistance:

Class withdrawn: 1 class=\$150 owed (Associate/Bachelor’s) or 1 class= \$300 owed (Master’s/Doctorate)

Housing Assistance: Classes withdrawn took the student under the full-time status, therefore student will owe the full amount awarded by the Department.