

**TO BE COMPLETED BY STUDENT** – Please print clearly in ink or type. An incomplete application will result in denial/extended processing time.

Name: Last \_\_\_\_\_ First \_\_\_\_\_ M.I. \_\_\_\_ Maiden \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Text? Y  N  Email address \_\_\_\_\_

BIRTHDATE \_\_\_\_/\_\_\_\_/\_\_\_\_ SSN # XXX-XX-\_\_\_\_\_

Are you a Michigan resident? Y  N  If yes, have you been a resident for 12 consecutive months? Y  N

**APPLICATION REQUEST (complete either *new student* or *continuing student* box)**

**New Student Application**

Enrolling at \_\_\_\_\_ (school name)

**OR**

Dual enrolling at \_\_\_\_\_ (school name) **AND**

\_\_\_\_\_ (school name)

**Continuing Student Request**

\_\_\_\_\_ Change/update personal information only

**OR**

Transfer my MITW from \_\_\_\_\_ to

\_\_\_\_\_ (school name)

**OR**

Dual enroll at \_\_\_\_\_ (school name) **AND**

\_\_\_\_\_ (school name)

## SCHOOL INFORMATION

Name of Institution(s): \_\_\_\_\_

Have you been accepted at your enrolling institution(s)? Y  N  If yes, enter your student ID # if available: \_\_\_\_\_

Expected degree: Certificate  Associates  Bachelors  Masters  Doctorate  Medical  Law

Enrollment Information: Academic Year 20 \_\_\_\_ Enrollment to begin: Fall  Winter/Spring  Summer

Are you a dually-enrolled high school student? Y  N

Name of Tribal Nation in which you are enrolled: \_\_\_\_\_

**Tribal Enrollment (ID)#:** \_\_\_\_\_ **(Please submit a photocopy of your Tribal ID with your application)**

1. I declare that the information provided on this form is true, correct and complete to the best of my knowledge.
2. I agree that this information may be shared with my enrolling institution and my Tribe and may be used for statistical purposes by the MITW program.
3. I declare that by signing this form I have lived in Michigan for twelve (12) consecutive months prior to the date on this application and that I am currently a Michigan resident. (MiLEAP will validate Michigan residency internally.)

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

## TO BE COMPLETED BY TRIBAL NATION – ENROLLMENT DEPARTMENT OFFICIAL:

### Please print clearly in ink or type

I hereby certify that the above-named applicant is  $\frac{1}{4}$  (one quarter) (25%) or more degree of Native American blood quantum according to the available Tribal and/or Federal records **AND** is an enrolled citizen of the certifying Tribe, which is U.S. Federally Recognized.

Name of Tribal Nation: \_\_\_\_\_

Tribal Nation's Phone: \_\_\_\_\_ Tribal Nation's website: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Certifying Official's Name & Title: \_\_\_\_\_

Certifying Official's Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Incomplete applications will result in denial/extended processing time.**

# MICHIGAN INDIAN TUITION WAIVER APPLICATION INSTRUCTIONS

## MICHIGAN DEPARTMENT OF LIFELONG EDUCATION, ADVANCEMENT & POTENTIAL

MI Student Aid; P.O. Box 30462; Lansing, MI 48922; MITW@MICHIGAN.GOV

**STUDENT:** To apply for the Michigan Indian Tuition Waiver (MITW), you must:

- **Complete** the Student Section of the MITW Application. **Be sure to attach a copy (front/back) of your Tribal Enrollment Identification Card (Tribal ID)**
- **Submit** the MITW application and all required documents to your Tribal Enrollment Department, requesting certification as indicated in the “To be completed by Tribe” section
- **Confirm** that your entire application, including the section requiring Tribal certification, and all accompanying documents are submitted to MiLEAP for verification. If you are a new student, your Tribe should submit the documents to MiLEAP after they complete their section of the application. However, in the instance that they return the documents to you, you must forward them to MiLEAP via U.S. Mail to the above address.
- **Ensure** it is your documents are submitted. It is the student’s responsibility to ensure MiLEAP receives a complete application in order to process and make a determination.
- **All signatures on the forms must be original; electronic signatures are not accepted.**

To be eligible for MITW:

- You must qualify for admission at one of Michigan’s public, state-funded colleges or universities **AND**
- You must be ¼ or more Native American blood quantum (certified by your Tribal Enrollment Department) **AND**
- You must be an enrolled citizen of a U.S. Federally Recognized Tribe (certified by your Tribal Enrollment Department) **AND**
- You must be a legal resident of the state of Michigan for no less than 12 consecutive months.

You **must** provide the following documentation with your MITW application:

- A photocopy of your Tribal ID.

**PROOF OF RESIDENCY:** MITW status does not determine your residency status at your institution. Your institution may require additional documentation as proof of residency or to determine your length of residency in Michigan.

**TRIBAL CERTIFICATION:** You must submit this application to your Tribal Enrollment Department for certification and signature. **The Tribal Enrollment Department is certifying that you, the student, are ¼ or more Native American blood quantum and are an enrolled citizen of a U.S. Federally Recognized Tribe.** The Tribal Enrollment Department should submit this form and the accompanying documents on your behalf to MiLEAP for verification.

**STUDENT STATUS:** The statute does not limit tuition waiver eligibility based upon full/part-time status, degree track, academic performance, or similar criteria – and such information will not affect MiLEAP verification.

**INSTRUCTIONS FOR STUDENTS REQUESTING MITW TRANSFER/DUAL ENROLLMENT:**

- If you are a first time MITW applicant, complete the entire application, filling in the ‘new student’ box. Obtain Tribal certification and submit all documents to MiLEAP according to the instructions.
- If you have previously applied and been verified for the MITW, complete only the Student Section of the application and fill out the ‘continuing student’ box. The transfer/dual enrollment section must be completed, but Tribal Certification does not need to be obtained again.

**TRIBE:** Complete the Tribal Certification Section of the MITW, certifying whether the student is a Tribal citizen **AND** is ¼ or more degree of Native American blood quantum. Send completed application form **with original signature** and accompanying documents to MiLEAP using the address at the top of this page.

**MICHIGAN DEPARTMENT OF LIFELONG EDUCATION, ADVANCEMENT & POTENTIAL:** Upon receipt of a MITW application, MiLEAP will review it for the required information. If complete, MiLEAP will prepare a verification letter, which will be sent to both the student and the institution(s). If MiLEAP determines eligibility cannot be verified, the office will send the student a letter stating the reason(s) for the denial.