

# Cape Fox Heritage Foundation, Inc.

## Eugene Trout Scholarship

Academic Year: 2020 – 2021  
(September 2020 – August 2021)

- Eugene Trout Scholarship Policy and Guideline Statement
- Terms and Conditions
- Checklist
- Application Form

Application Deadline: March 31<sup>st</sup>, 2020  
Voc-Tech Application Deadline: March 31<sup>st</sup>, 2020 & August 15<sup>th</sup>, 2020

**CAPE FOX HERITAGE FOUNDATION, INC.  
EUGENE TROUT SCHOLARSHIP  
POLICY AND GUIDELINE STATEMENT**

**Academic Year: 2020-2021 (September 2020 through August 2021)**

This policy and guideline statement has been approved by the Cape Fox Heritage Foundation, Inc. (CFHF) Board of Directors and shall be implemented as a supplement to the Sealaska Heritage Institution (SHI) Scholarship Policy and Guidelines. The Eugene Trout Scholarship, which is administered by CFHF, awards academic scholarships for undergraduate, graduate, and vocational studies at accredited institutions based on the SHI Scholarship Policy and the following eligibility and guidelines:

1. Deadline:

- a. Complete Application Form must be received by CFHF by March 31<sup>st</sup>, 2020.
- b. Official Transcripts must be received by CFHF by March 31<sup>st</sup>, 2020.

Note: CFHF recommends that applicants request an official transcript immediately as they often take a week or more to obtain. More often applicants are denied scholarships because the transcript was not received by CFHF by the March 31<sup>st</sup>, 2020 deadline.

2. Eligibility:

- a. In order to qualify, individuals must meet the following criteria:
  - Alaska Native as defined as “Native under the Alaska Native Claims Settlement Act 43 U.S.C. 1602(b).
  - Enrolled to Cape Fox Corporation (CFC), OR are Native lineal descendants of Alaska Natives enrolled to CFC, whether the applicant owns CFC stock or not.
  - Accepted and enrolled in an accredited postsecondary education institution.
  - Have a GPA of 2.0 for undergraduate, and 3.0 for graduate.

3. Applicant Required Documents:

a. NEW STUDENT

- Official Transcripts/Transcript Request Receipt must be received by CFHF by March 31<sup>st</sup>, 2020 (copies, course schedules, faxes, pictures, and unofficial transcripts will not be accepted).
- Applicants who have not yet attended college must submit their official high school transcript and Grade Point Average (GPA), or GED test scores.
- Admission Letter.
- Photocopy of State-issued ID card.
- Photocopy of your Certificate of Indian Blood from the Bureau of Indian Affairs (BIA), OR from the Central Council Tlingit & Haida Indian Tribes of Alaska (CCTHITA) showing your blood quantum.

- Photocopy of CFC Shareholder ID card.
  - If you are a CFC Shareholder descendant, you must provide a signed affidavit stating you are a descendent of the proposed CFC Shareholder (if you do not have access to your lineal descendency).
  - Photocopy of your birth certificate. If your grandparent is the CFC Shareholder you are a descendent of, you will also need a photocopy of your parent's birth certificate. DO NOT SEND THE ORIGINAL (birth cards are NOT accepted).
- b. CONTINUING STUDENT
- Continuing college students, including those who previously attended college but are not currently attending, must submit their official transcript of all college coursework and cumulative GPA for the last completed school term.
  - Official Transcripts/Transcript Request Receipt must be received by CFHF by March 31st, 2020 (copies, course schedules, faxes, pictures, and unofficial transcripts will not be accepted).
  - Proof of Enrollment.

4. Renewal:

- a. Each renewal is competitive, and recipients must reapply each year.
- b. Scholarship recipients are eligible for only one Eugene Trout Scholarship award per year.

5. Selection and Award Criteria:

The CFHF Scholarship Program shall include the following categories:

- a. FULL TIME STUDENT at an accredited college or university:
  - Must maintain a cumulative GPA of 2.0 or above as an entering or continuing student.
  - Provide proof of enrollment (i.e. school admission letter) in an accredited degree program as provided by the school.
  - Provide student's financial budget forecast (financial needs and resources).
  - Enrolled full-time (taking a minimum of 12 credits); attending at least two terms during the academic year (September 2020 through August 2021).
  - Must meet the application deadline of March 31<sup>st</sup> of each academic year (includes the fall, winter, spring and summer sessions). Application must be complete and postmarked by the deadline to be eligible.
- b. PART TIME STUDENT at an accredited college or university:
  - Must maintain a cumulative GPA of 2.0 or above as an entering or continuing student.
  - Provide proof of enrollment (i.e. school admission letter) in an accredited degree program as provided by the school.
  - Provide student's financial budget forecast (financial needs and resources).

- Enrolled part-time (taking a minimum of 3 credits); attending at least one term during the academic year (September 2020 through August 2021).
  - Award is pro-rated depending on the number of credits taken.
  - Must meet the application deadline of March 31<sup>st</sup> of each academic year (includes fall, winter, spring and summer sessions). Application must be complete and postmarked by the deadline to be eligible.
- c. VOC-TECH SCHOLARSHIP is available to applicants who are interested in pursuing training that results in a certificate (usually no longer than two years) or a 2-year associates program at a qualified institution (see following definition). The certificate program should indicate that the trainee has completed qualified program that prepares him/her to be employed in an entry-level skill position with limited supervision:
- Provide proof of enrollment in a qualified program or school.
  - Provide outline of total costs.
  - Award shall be applied to the cost of the program (not including transportation costs) and shall not exceed \$2,500.00 per year
  - Application deadlines for Voc-Tech Scholarships are March 31<sup>st</sup> and August 15<sup>th</sup> of each year.

Definition of Qualified Institution: a qualified institution is that which has been nationally accredited or state approved; has been successfully operating for at least one year; and has employment that is directly related to the student's training program.

Voc-Tech courses, which are considered full-time, should include a minimum of 30 hours per week at a technical institute where shop or lab practice is an integral part of training. Where classroom instruction predominates, 25 hours per week is required. If the program is taught in a college environment 12 credit hours or equivalent is required.

## **Terms and Conditions**

### **1. Submission of Applications:**

- a. I understand that to qualify for a scholarship I must obtain and complete a current Eugene Trout Scholarship application by March 31<sup>st</sup>, 2020.
- b. I understand that applications cannot be completed after March 31<sup>st</sup>, 2020 and incomplete applications will not be considered for a scholarship award. (You are encouraged to save a screenshot of the submission page of the application after it has been submitted).
- c. I understand that to qualify for a scholarship that I must order an official transcript from my school in time for it to reach CFHF by the March 31<sup>st</sup>, 2020 deadline (copies, course schedules, faxes, pictures, and unofficial transcripts will not be accepted).
- d. I further understand that I must reapply each year to be considered for the following academic year. Updated applications for continuing students are available January 1<sup>st</sup> each year from the CFC website at [www.capefoxcorp.com](http://www.capefoxcorp.com).

### **2. Scholarship Award:**

- a. The award is divided equally into trimester (3) or semester (2) payments.
- b. I understand that the scholarship award is for students who maintain at least a cumulative GPA of 2.0 for undergraduate and 3.0 for graduate.
- c. Students who fall below the required cumulative GPA will be placed on probation, and given one term to return to 2.0 or 3.0 respectively or higher cumulative GPA.
- d. I understand that I must be enrolled in an accredited postsecondary educational institution, where accredited means accredited by a national accreditation association or the regional accreditation association for the area where the school is located, that is recognized by the Secretary of Education of the United States Department of Education.

### **3. Grade Transcripts and Certificate of Completion:**

- a. I understand that immediately upon the completion of each term or semester, I must submit an official copy of my grades/transcripts which includes final grades and the number of credits I will be attempting in the next term. Failure to do so will result in the delay of the award for the next term or denial of the next academic year scholarship payment.
- b. Upon completion of my degree or vocational-technical certificate, I will submit a certificate of completion to the CHFH scholarship program office.

### **4. Notification of Changes and Penalties:**

- a. I understand that I am responsible for immediately notifying CFHF of any changes of school addresses, or enrollment status.

5. Appeals:

- a. I understand that if I am denied a scholarship award and believe that I have grounds to appeal the process I must submit a written appeal, by December 1 of the academic year in which the award is made, to the CFC Shareholder Services Department who shall respond in writing to the appeal.

6. Important Dates:

- a. Applications become available January 1<sup>st</sup>, 2019.
- b. Scholarship application/documentation deadline March 31<sup>st</sup>, 2020.
- c. Vocational scholarship deadlines March 31<sup>st</sup>, 2020 and August 15<sup>th</sup>, 2020.

# CHECK LIST

**The application deadline for submission is March 31<sup>st</sup>, 2020  
Voc-Tech applications are due March 31<sup>st</sup>, 2020 & August 15<sup>th</sup>, 2020**

## **Please Submit the Following to be Considered:**

- \_\_\_\_\_ 1. Complete Application Form
- \_\_\_\_\_ 2. Last Official School Transcript

## **New Student:**

- \_\_\_\_\_ 1. Admission Letter
- \_\_\_\_\_ 2. Photocopy of State-issued ID card
- \_\_\_\_\_ 3. Photocopy of Certificate of Indian Blood
- \_\_\_\_\_ 4. Photocopy of CFC Shareholder ID card
- \_\_\_\_\_ 5. Signed Affidavit from the proposed CFC Shareholder  
*If you are a CFC Shareholder descendant, you must provide a Signed Affidavit stating you are a descendant of the proposed CFC Shareholder.*
- \_\_\_\_\_ 6. Photocopy of Birth Certificate  
*If your grandparent is the proposed CFC Shareholder, you will also need a photocopy your parent's birth certificate. DO NOT SEND THE ORIGINAL (birth cards are not accepted).*

## **Continuing Student:**

- \_\_\_\_\_ 1. Proof of Enrollment

**Return Applications to:  
Cape Fox Heritage Foundation, Inc.  
P.O. Box 23149  
Ketchikan, Alaska 99901**

Please direct any questions to CFC Shareholder Services via  
Phone: (907) 225-5163, Fax: (907) 225-3137 or Email: [shareholderservices@capefoxcorp.com](mailto:shareholderservices@capefoxcorp.com)

# Cape Fox Heritage Foundation, Inc.

**Mailing Address:** PO Box 23149, Ketchikan, AK 99901  
**Phone:** (907) 225-5163  
**Fax:** (907) 225-3137  
**Email:** shareholderservices@capefoxcorp.com

<b>OFFICE USE ONLY:</b> Date Received:  Received By:
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## Eugene Trout Scholarship

The application deadline for submission is March 31<sup>st</sup>, 2020  
Voc-Tech applications are due March 31<sup>st</sup>, 2020 & August 15<sup>th</sup>, 2020

### SECTION 1 – PERSONAL INFORMATION:

<b>Name:</b>	<b>Date of Birth:</b>
<b>Social Security Number:</b>	<b>Mailing Address:</b>
<b>Phone:</b>	<b>Email:</b>

### SECTION 2 – COLLEGE/UNIVERSITY INFORMATION:

<b>Campus ID Number:</b>	<b>Campus Financial Aid Department Mailing Address:</b>
<b>Campus Phone:</b>	<b>Campus Financial Aid Department Phone:</b>

### SECTION 3 – SHAREHOLDER & SHAREHOLDER DESCENDENT/ALASKA NATIVE INFORMATION:

1. Cape Fox Corporation Shareholder
2. Cape Fox Corporation Shareholder Descendent

*If you check #2, please complete the following:*

Name of Shareholder to whom you are a descendent of: \_\_\_\_\_

Parent  Grandparent  Great Grandparent



**SECTION 4 – ACADEMIC INFORMATION:**

Name of Last School Attended: \_\_\_\_\_

Last Official Cumulative GPA: \_\_\_\_\_

**SECTION 5 – ACADEMIC GOALS:**

<p><u>Type of Degree you are Seeking:</u></p> <ul style="list-style-type: none"> <li><input type="radio"/> Certificate</li> <li><input type="radio"/> Associate</li> <li><input type="radio"/> Bachelors</li> <li><input type="radio"/> Masters</li> <li><input type="radio"/> Doctorate</li> </ul>	<p><u>Type of Term:</u></p> <ul style="list-style-type: none"> <li><input type="radio"/> Quarter</li> <li><input type="radio"/> Semester</li> <li><input type="radio"/> Tri-Semester</li> </ul>	<p><u>Class Standing for Academic:</u></p> <p>Year: _____</p> <ul style="list-style-type: none"> <li><input type="radio"/> Voc-Tech</li> <li><input type="radio"/> Freshman</li> <li><input type="radio"/> Sophomore</li> <li><input type="radio"/> Junior</li> <li><input type="radio"/> Senior</li> <li><input type="radio"/> Graduate (Year)</li> </ul> <p style="text-align: center;">1 2 3 4 5</p>
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Anticipated Major(s): \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_

**NUMBER OF CREDITS PER TERM FOR ACADEMIC YEAR:**

Fall Term Credits: \_\_\_\_\_ Winter Term Credits: \_\_\_\_\_  
 Spring Term Credits: \_\_\_\_\_ Summer Term Credits: \_\_\_\_\_

**VOCATIONAL PROGRAM:**

Description of Vocational Field: \_\_\_\_\_

Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_ Total Weeks or Months: \_\_\_\_\_

**SECTION 6 – BUDGET INFORMATION:**

Students Budget:

Tuition/Fees: \$	Books & Supplies: \$
Room & Board: \$	Transportation: \$
Childcare: \$	Personal: \$
Other: \$	Total: \$

**SECTION 7 – SIGNATURE VERIFICATION:**

**VERIFICATION OF INFORMATION**

I understand that if my application is postmarked after March 31<sup>st</sup>, 2020 and does not include ALL of the outlined documentation, my application will not be considered by Cape Fox Heritage Foundation, Inc.

I certify that information provided in this application is true and correct to the best of my knowledge. I understand that any misrepresentation of any concealment of information will be sufficient grounds for rejection of this application or loss of the Eugene Trout Scholarship award.

I agree to abide by the Terms and Conditions of the Eugene Trout Scholarship Program Guidelines as provided by Cape Fox Heritage Foundation, Inc.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_