

UNIVERSITY OF GUAM
FINANCIAL AID OFFICE
STUDENT FINANCIAL ASSISTANCE PROGRAM
ACADEMIC YEAR 2011-2012

PROFESSIONAL/TECHNICAL AWARD

INSTRUCTIONS TO APPLICANTS

These instructions are for the Professional/Technical Award Program sponsored by the Government of Guam for off-island graduate, professional studies. The Board of Regents selects the recipients of this award on the basis of scholastic ability, financial need, and aptitude. The Board may also use work or life-time experience and achievement criteria in place of the aptitude criterion, if through such experience, it can be reasonably determined that the applicant will succeed in a course of study.

Please read these instructions carefully. **IF YOUR APPLICATION AND SUPPORTING DOCUMENTS ARE LATE AND/OR INCOMPLETE, IT WILL NOT BE SUBMITTED TO THE BOARD OF REGENTS SCHOLARSHIP COMMITTEE FOR CONSIDERATION.**

THE PROFESSIONAL/TECHNICAL AWARD APPLICATION FORM

1. You must complete all sections and sign the application form. Please do not leave any section blank. If the section does not apply to you, please indicate with a "N/A" or "none".
2. You must have the application **NOTARIZED**. Please note that the Notary Public will require your signature in his/her presence and may require a fee.
3. You must submit the completed application form and all required documents to the Financial Aid Office, [located at the University of Guam Field House](#), by **APRIL 30, 2011 at the close of business 5:00 p.m. Applications submitted by mail must be postmarked on or before April 30, 2011.**

APPLICATION AND REQUIRED DOCUMENTS

Please complete the following sections on the application form attached. You must also submit the required documents to support the information given.

SECTION 1: PERSONAL DATA

- [] You must provide **PROOF OF U.S. CITIZENSHIP or PERMANENT RESIDENT ALIEN** status:
- a) If you are claiming U.S. Citizenship, please submit a copy of your official birth certificate, U.S. Passport, or a copy of your naturalization certificate.
 - b) If you are a permanent resident alien, please submit a copy of your alien registration card.

SECTION 2: EDUCATIONAL DATA

- [] You must submit an **ACCEPTANCE LETTER or ENROLLMENT CERTIFICATION**:
- a) If you are entering as a new student, you must submit an irrevocable letter of acceptance from the college/university you will attend.
 - b) If you are currently enrolled in the institution, submit an official certification of enrollment from your institution's Admission and Records department along with the irrevocable letter of acceptance.
- [] You must submit **OFFICIAL ACADEMIC TRANSCRIPTS** for all institutions attended.
- a) For new graduate students, you must submit your official transcript conferring your bachelor's degree.
 - b) If you are currently in a graduate level program, submit an official college transcript from your most current institution and all prior post-secondary institutions attended.

SECTION 3: COST OF ATTENDANCE

- [] You must submit a copy of the **2011-2012 CATALOG and COST OF ATTENDANCE** from the Institution you plan to attend.
- * If your catalog is only available on-line you must printout the catalog and tab the required sections as indicated below.
 - * Please highlight and tab the following sections in the catalog: (1) accreditation, (2) tuition and fees, (3) degree programs, and (4) academic major description/requirements for the degree you plan to pursue.
 - * Please highlight on the Cost of Attendance Sheet, your (1) housing plans, (2) meal plans, (3) tuition/fee rates, and any other expenses applicable to you.

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SECTION 4: FINANCIAL AID INFORMATION

- [] If applicable, you must provide a copy of **FINANCIAL AID AWARD LETTER** from the off-island institution, which you were accepted to for the upcoming academic year.

SECTION 5: STATEMENT OF RESIDENCY

- [] You must submit **PROOF OF TEN-YEAR GUAM RESIDENCY** by providing **TWO OR MORE, OR A COMBINATION** of the following to satisfy the ten year residency period.

following:

- a) A voter registration for the last 3 recent elections certified by the Guam Election Commission. (NOTE: The following years must reflect you voting: 2006, 2008, & 2010.)
 - b) *You must submit copies of filed income tax records stamped received by the Department of Revenue and Taxation for a period of ten years. (NOTE: The following years must reflect you filing: 2001 through 2010.)
 - c) *For Public Assistance Applicants submit a certified statement indicating ten years of assistance from agencies providing assistance.
 - d) If you have been in school on Guam for the past ten years provide official transcript(s) from each of the schools attended as proof of residency for the past ten years.
 - e) Bank statement of Mortgage on principal residence over a ten-year period.
- *Applicant must be listed on all documents submitted by parents or guardians.

ADDITIONAL DOCUMENTS REQUIRED

- [] You must submit your parent's and/or your **1040 TAX FORM(S) for YEAR 2010** filed with the Department of Revenue and Taxation.
- [] You must apply for the **2011-2012 FAFSA**. You must include UOG Title IV Code 003935 in Step 6 of FAFSA forms. Student must mail completed FAFSA forms using envelope provided in the application or apply through the Internet using www.fafsa.ed.gov. Print the Signature Page, sign and mail out to the address provided. In 4-6 weeks the Student Aid Report (SAR), the results of your application, will be mailed to the address you provided. This SAR must be submitted to the Financial Aid Office to complete your file.

PRELIMINARY SCREENING AND SELECTION(S):

If your application with the above supporting documents is COMPLETE, it will be submitted to the Board of Regents Scholarship Committee for their recommendation. It will then be forwarded to the Board of Regents regular meeting for action. We will notify you in writing of the Board's decision on your application (around September/October for the Academic Year of application). If approved, you will be required to attend a MANDATORY PRE-AWARD ORIENTATION prior to receiving the award benefits.

APPLICATION DEADLINE: [APRIL 30, 2011](#)

FOR ADDITIONAL INFORMATION, YOU MAY CONTACT OUR OFFICE AT: Telephone (671) 735-2288/2297 or Fax (671) 734-2907.

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PROFESSIONAL/TECHNICAL AWARD

INFORMATION

DEFINITIONS (As per Public Law 25-145)

The following terms whenever used in these regulations shall have the meaning indicated herein, except when the text otherwise requires:

1. *Awards*: all awards for grants and loans.
2. *Board*: the Board of Regents of the University of Guam.
3. *Bona Fide Resident*: a United States citizen or a permanent resident alien having resided on Guam for a continuous period of not less than 10 years prior to application.
4. *Full-time*: nine (9) or more credit hours per semester/quarter, or quarter equivalent to nine (9) semester hours, for graduate students.
5. *Professional/Technical program*: any graduate degree program in areas listed in the Career Priority.
6. *Major Program*: the specific academic program of study, which will be undertaken to achieve the desired degree.
7. *FAFSA*: Free Application for Federal Student Aid.

ELIGIBILITY REQUIREMENTS

1. You must be a bona fide resident of Guam for a continuous period of not less than ten (10) years prior to application, AND either be a citizen of the United States or a Permanent Resident Alien.
2. You must have an overall grade-point average of at least 3.0 in your undergraduate studies if you are pursuing a master's degree, or a 3.3 cumulative grade point average in your master's program if you are pursuing a doctorate degree or an irrevocable letter of acceptance from a U.S. accredited institution or professional school at the time of submission of application.
3. You must show financial need. Calculation: Cost of Attendance (COA) minus Estimated Family Contribution (EFC) minus Student Financial Aid (SFA) equals unmet need (COA – EFC – SFA = Unmet Need).
4. You must be pursuing your *first* master's or doctorate degree.
5. You must have been unconditionally accepted for admission into a professional/technical program at a U.S. accredited institution of higher education or professional school as recognized by Council of Higher Education and Administration (CHEA) as a full-time student at the time of submission of application.
6. You must be a college graduate, or a full-time student in good academic standing in a graduate program at a U.S. accredited institution of higher education or professional school as recognized by Council of Higher Education and Administration (CHEA);
7. Your major program or its equivalent MUST be listed on the approved Career Priority Listing (CPL) for AY 2011-2012. If you strongly feel that the major program you are pursuing is equivalent to one that is listed on the CPL, please provide justification from your institution.

BENEFITS (*Amounts are contingent on the availability of funds.)

1. Payment of tuition/fees for a period designated in the college bulletin to complete the program which should not be more than four (4) scholastic years.
2. An annual grant loan for not more than Ten Thousand Dollars (\$10,000.00) for room and board, books and educational supplies.
3. Cost of airfare for one-way, economy airline ticket to the school of attendance and one-way ticket to return to Guam upon completion of studies.
4. Total for tuition/fees and grant loan shall not exceed Twenty Thousand Dollars (\$20,000.00) per year for a period of not more than four (4) scholastic years for studies at an off-island institution.
5. If the course of study is in medicine or dentistry, the total for tuition/fees and grant loan shall not exceed Twenty-five Thousand Dollars (\$25,000.00) per year.

REPAYMENT OBLIGATION

1. Be employed for a period of one (1) year for each Ten Thousand (\$10,000.00) received by the recipient. Employment shall commence within six (6) months after the completion of studies.
2. Any loan found to be forfeited shall be immediately due and payable monetarily.

PROHIBITIONS

1. No awards shall be granted to recipients applying for a 2nd master's, or doctorate degree.
2. No awards shall be granted for the purpose of pursuing theological studies.
3. No money may be expended for awards unless such awards are authorized by the Board through Resolution.
4. No person receiving benefits under one subchapter of Division 3, GCA Title 17 shall be entitled to benefits under any sub-chapter, and no person receiving benefits under any other teacher training, in-service training program or other Government of Guam educational program shall be entitled to benefits provided under the Student Financial Assistance Program (Chapter 15).

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Please use typewriter or block letters in ink. Submit the completed application to the Financial Aid Office, located at the University of Guam Field House on or before APRIL 30, 2011. LATE and INCOMPLETE applications and those without supporting documents **WILL NOT** be considered. Refer to INSTRUCTIONS TO APPLICANTS accompanying this application form.

SECTION 1: PERSONAL DATA

APPLICANT'S NAME:		CITIZEN OF THE UNITED STATES:	
LAST	FIRST	MIDDLE	Please attach a copy of your official birth certificate, a copy of your U.S. Passport, or a copy of your Naturalization certificate. Please indicate documentation attached for verification: <input type="checkbox"/> BIRTH CERTIFICATE <input type="checkbox"/> NATURALIZATION CERTIFICATE <input type="checkbox"/> U.S. PASSPORT
SOCIAL SECURITY NO.:			
DATE OF BIRTH:	PLACE OF BIRTH:		
SEX:	MARITAL STATUS:		
PERMANENT HOME ADDRESS:			
MAILING ADDRESS:			
EMAIL ADDRESS:			
PLACE OF RESIDENCE:	TELEPHONE NO.:		
YOUR POSITION TITLE:			
NAME OF EMPLOYER:	TELEPHONE NO.:		
SPOUSE'S NAME:		FOR PERMANENT RESIDENT ALIENS:	
FATHER'S NAME:		Alien Registration No.: _____	
MOTHER'S NAME:		Date: _____	
PARENT'S MAILING ADDRESS:		Country of Citizenship: _____	
		Resident of Guam since (month/year): _____	
		SPOUSE'S OCCUPATION•EMPLOYER•WORK PHONE:	
		FATHER'S OCCUPATION•EMPLOYER•WORK PHONE:	
		MOTHER'S OCCUPATION•EMPLOYER•WORK PHONE:	
		PARENT'S CONTACT NO.:	

SECTION 2: EDUCATIONAL DATA

<input type="checkbox"/> MASTER'S <input type="checkbox"/> DOCTORATE <input type="checkbox"/> JURIS DOCTORATE	MAJOR PROGRAM:
ACCEPTED FOR ADMISSIONS TO: (Name, address of institution)	MINOR:
	DEGREE EXPECTED: MONTH/YEAR EXPECTED:
	STUDIES TO COMMENCE: (Circle One) Fall Winter Spring <input type="checkbox"/> Semester <input type="checkbox"/> Quarter _____ Academic Year

YOU MUST SUBMIT OFFICIAL COLLEGE TRANSCRIPT(S) OF EACH UNDERGRADUATE INSTITUTION(S) ATTENDED.

HIGHEST DEGREE EARNED _____ DATE EARNED _____ MAJOR PROGRAM _____

FROM (Name, address of college/university) _____

If you attended other higher education institutions, please provide the information below along with the official transcript(s).

NAME & LOCATION OF INSTITUTION	PERIOD OF ATTENDANCE	DEGREE OR CREDIT HOURS EARNED	MAJOR

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SECTION 3: COST OF ATTENDANCE

SECTION 4: FINANCIAL AID INFORMATION

AMOUNT REQUESTED FOR THE ACADEMIC YEAR		Please list the types of financial aid programs that you will be applying and/or receiving for the up-coming Academic Year. Federal Programs: _____ _____ _____ _____ NOTE: A copy of your financial aid award letter from the institution you plan to attend and indicate your decision to accept or decline the award(s) for the up-coming Academic Year.
TUITION FEES:	\$ _____	
OTHER FEES (Specify): (a)	_____	
ROOM AND BOARD	_____	
BOOKS	_____	
EDUCATIONAL SUPPLIES	_____	
MISCELLANEOUS	_____	
TOTAL REQUESTED	\$ _____	

Have you received Government Assisted Scholarship/Loan before this Academic Year? Yes No

If yes, (name of program) _____

When? _____

SECTION 5: STATEMENT OF RESIDENCY. (This section must be signed in the presence of a Notary Public)

I, _____, Social Security No. _____, do hereby declare that I am a:

- CITIZEN OF THE UNITED STATES BY BIRTH
- CITIZEN OF THE UNITED STATES BY NATURALIZATION
- PERMANENT RESIDENT ALIEN

Residing in _____, Island of Guam; that I was born in _____ on _____
(Village) (City, State)

_____ ; that I have resided in Guam since _____ ; that I intend to remain in and as
(Date of Birth) (Date)

a legal resident of Guam indefinitely; and that I am not a resident of any other territory or any state or foreign country.

PARENT'S OR GUARDIAN'S SIGNATURE DATE: _____ APPLICANT'S SIGNATURE DATE: _____

SUBSCRIBED and sworn to before me on this _____ day of _____, 20____, at _____.

NOTARY PUBLIC _____

My commission expires on _____

I hereby certify that the information I have given in this application and in the supporting documents are true and correct to the best of my knowledge and belief. I agree to comply with all the regulations and laws that are applicable to the financial assistance, which may be awarded to me by the Board of Regents.

APPLICANT'S SIGNATURE: _____

DATE: _____