

The Absentee Shawnee Tribe  
Of  
Oklahoma



Education Department

Academic Program Guidelines  
(PK-12)

Effective: Fall 2022

The student must be a member of the Absentee Shawnee Tribe.

Funds must be used to further the intellectual education of Absentee Shawnee youth.

**Maximum assistance is \$400.00 per academic year, contingent upon the availability of funds. Funds are issued on a first come, first served basis. Order of assistance is based upon the date a completed application is received, including required supporting documents.**

**Required documents:** May vary depending on assistance requested.

- Academic Program (PK-12)/Zahn Program application
- Copy of Tribal Enrollment Card (valid)
- Class schedule – athletics, band, vocational, concurrent classes
- IRS W-9 (October 2018) Form – reimbursements

This program will fund Elementary, Middle School, Junior High, and High School students for various academic programs such as:

- Summer School
- Academic Trips
- Band/Marching Band
- Concurrent Enrollment (\$600.00 per semester)
- Vocational/Career Tech expenses (\$600.00 per semester)
- Remedial Classes (one-time per class)
- ACT/SAT college entrance exams (can fund multiple tests)
- Driver's Education Class (one-time assistance of \$200.00)
- Tutoring \* Summer Camps (academic, athletic, and cultural)
- Athletic expenses \*\*
- School lunches
- Special Needs programs
- Other Academic Programs will be reviewed on a case-by-case basis and will be approved by the Education Director.

The funds will be issued in the name of the student to the proper school, agency, or person if issuing a reimbursement. An IRS W-9 (October 2018) Form is required to process a reimbursement.

There will be no duplication of monies for expenses between Johnson O'Malley and Education programs.

\* Tutoring Guidelines

- Tutor cannot be a family member or member of the student's household.
- Timesheets will be used to document time spent tutoring and amount owed to the tutor.
- Receipt of payment is required if parent/guardian is being reimbursed.
- An IRS W-9 (October 2018) Form is required to pay tutor directly.

\*\*Athletic expenses Guidelines

- There will be no duplication of athletic monies between JOM and Education programs. These programs will not pay for the same expense, yet the student can access funds for

various athletic programs (football, basketball, softball, track, etc.) during the school year.

- A copy of class schedule or note from athletic coach, athletic director, or school counselor stating student is in a school athletic program.
- The student must be meet “academic eligibility” as determined by those standards set forth by the school district in which the student attends.
- There is a maximum amount allowable for athletic expenses. The limit is \$200.00 of the \$400.00 allotted per academic year, as funds are available on a first come, first served basis.

The funds will not be used for:

- Graduation gifts
- School pictures
- Yearbooks
- Letter Jackets
- Computers/Laptops
- Internet services
- Software programs
- Educational toys
- Boy/Girl Scouts
- Youth league sports
- Other similar non-school-sponsored expenses

Approval of assistance not in accordance with these guidelines will be subject to the approval of the Absentee Shawnee Education Committee.