



KAMEHAMEHA SCHOOLS  
Financial Aid & Scholarship Services  
2009-2010

TERMS AND CONDITIONS OF THE POST-HIGH SCHOLARSHIP AWARD  
Nā Ho'okama a Pauahi Program

1. GENERAL INFORMATION

- Recipient must re-apply for a scholarship award each year and meet all of the program eligibility requirements. Only applications completed in full and postmarked by the deadline will be considered.
- Award is made annually and is based on financial need and Kamehameha Schools' (KS) recognized costs of the awarded post-high institution.
- Award amounts and Terms and Conditions may differ each year and amounts are subject to the availability of funds.
- Award preference is given to applicants of Hawaiian ancestry to the extent permitted by law.
- Award amounts will reflect the maximum annual amount which the student is eligible to receive from KS.
- Failure to meet the Terms and Conditions as stated may cause recipient to be disqualified for consideration under the program in subsequent years.
- Award is non-transferable.

2. USE OF FUNDS

- Award amounts must be used for educational purposes only.
- Thesis and dissertation writings are not covered by this KS scholarship program but may be evaluated on an individual case basis.
- Practicums that are part of the academic curriculum and a requirement for graduation are covered by this KS scholarship program. Practicums necessary to achieve professional licensing are not covered by this KS scholarship program.
- KS will terminate funding for students who are enrolled part-time, except for those students who are non-traditional as defined by KS. However, in extenuating circumstances (e.g., hospitalization, jury duty, military obligations, etc.) traditional students who are enrolled part-time may continue to receive funding on an individual case basis.

3. AWARD DISBURSEMENTS

- Disbursement check(s) will be made payable to the post-high institution AND the student recipient. For participating Hawaii post-high institutions, disbursement check(s) will be made payable to the post-high institution only.
- Disbursement check(s) will be mailed directly to the post-high institutions' Financial Aid Office, who may route it to the Business/Cashier's Office.
- Full time enrollment (half-time for non-traditional students) verification is a condition of the award.

- Unclaimed disbursement checks returned by the post-high institution will not be re-issued unless appropriate and timely documentation as determined by KS is received.
- Disbursements are made only when all requirements have been met (e.g. submission of signed award letter to FASS, the student's prior term official transcripts have been reviewed by the student's Post High Counselor, satisfaction of student responsibilities, etc.).
- Applicants who were awarded in 2008-2009 and who have not submitted their completed Community Service Report (CSR) form by a postmarked date of August 31, 2009 will have their 2009-2010 award cancelled. The award will not be reinstated.

#### 4. STUDENT RECIPIENTS RESPONSIBILITIES

- Ensure contact information (e.g., address, phone number(s), e-mail address, etc.) provided to KS via the CSS/Profile is current. Send written updates within 30 days of noted change to:  
Kamehameha Schools  
Applicant Services Center  
567 S. King Street, Suite 102  
Honolulu, Hawaii 96813
- Ensure contact (e.g., phone call, e-mail, in-person) is made with the assigned Post High Counselor (PHC)
  - ✓ KS will assign each recipient a PHC who will assist the student recipient through the post-high experience and current academic year.
  - ✓ Students should complete the following by Mid-October 2009:
    - PHC Orientation
    - Award Interview (New Recipients Only)
    - Contact with assigned PHC
  - ✓ Students should complete the following by Mid-March 2010:
    - Contact with assigned PHC

Post High Counseling Regional Office Contact numbers:

O`ahu: (808) 534-8280 or toll free at 1 (800) 842-4682, press 9, then dial 48280

Hawai`i: (808) 935-5580

Kaua`i: (808) 245-6043

Maui County: (808) 572-3111

Post High Counseling Department Contact email: [ks\\_cphc@ksbe.edu](mailto:ks_cphc@ksbe.edu)

Students may also go online at <http://extension.ksbe.edu/cphc/> for a list of PHCs and other important dates and information.

- Ensure that the assigned PHC receives the student's official school transcripts no later than **30 days** after the end of each academic term. Transcripts should be mailed to:  
Kamehameha Schools  
Applicant Services Center - FASS  
567 S. King Street, Suite 102  
Honolulu, Hawaii 96813  
RE: Transcript

Failure to comply may result in delayed disbursements and, ultimately, award suspension and/or termination.

- Ensure that the assigned PHC is made aware of any, and all, situation(s) that may impact student recipient’s educational pursuits and satisfaction of all Terms and Conditions of the award in a timely manner. For example, student recipients must notify their PHC of changes in:
  - ✓ Enrollment status or program at current post-high institution.
  - ✓ Post-high institution.
  - ✓ Credit load below full-time or as recognized by program.
  - ✓ Graduation. [Note: A student classified as a “RENEWAL” who graduates mid-way through the academic year (e.g., graduates December 2009 with an undergraduate degree and will enter a graduate program in January 2010) will be reclassified as “NEW” and subject to current program guidelines for the term beginning January 2010.]
- Maintain Satisfactory Academic Progress (SAP) as stated in Table A below, noting:
  - ✓ SAP will be determined at the end of each academic term.
  - ✓ Failure to maintain SAP will result in the recipient being placed on Provisional award status (a condition placed on award eligibility and disbursement) for the following academic term or, ultimately, award suspension and/or termination.
  - ✓ Extenuating circumstances (e.g., hospitalization, jury duty, military obligations, etc.) will be considered by the PHC on an individual case basis. Supporting documentation confirming the circumstance must be submitted in a timely manner.
  - ✓ For students on Provisional award status, disbursements will not be made until their PHC receives and reviews official transcripts for the Provisional academic term.

Table A: Represents a semester-based institution. For details regarding institutions with differing periods of enrollment, please contact your PHC.

Level	GPA Requirement (cumulative & current) or Equivalent	Minimum Credit Requirement for Full-time status
Undergraduate	2.0 or C average	12
Graduate	3.0 or B average	6-9 (may vary depending upon post-high institution and/or program)

5. MAXIMUM TERM OF ELIGIBILITY

- Financial assistance to qualified student recipients is limited to a specified period of time as noted below:

<u>Degree</u>	<u>Years</u>
Associate	3
Baccalaureate	5
Teaching Certificate	2
Masters	3
Doctoral	2
Law/Medicine	As specified by the university

6. COMMUNITY SERVICE

- Student recipients should perform a minimum of fifty (50) hours of community service from July 1, 2009 through June 30, 2010.
- Service to the Native Hawaiian community is encouraged and consistent with KS' mission through education to "...improve the capability and well being of Native Hawaiians." A list of possible community service opportunities can be found on the FASS' website at [www.ksbe.edu/finaid](http://www.ksbe.edu/finaid).
- Student recipients are responsible for completing and submitting the Community Service Report (CSR) form by August 31, 2010.
- If you apply and are eligible for an award in the next academic year (2010-2011) a condition of the award disbursement is the timely receipt and completion of the Community Service Report form.

#### 7. REPAYMENT

- KS reserves the right to request repayment of awarded funds or cancel/suspend awards if KS determines that the student recipient has not met the Terms and Conditions of the award, has provided fraudulent information, or if KS receives information after initial awarding that affects award determination or calculation. Examples of such additional information include a change in the current program student is enrolled in, change in the number of credits taken, etc.
- Repayment must be made in full before any additional funds will be disbursed or to restore eligibility for subsequent years.

#### 8. RELEASE OF INFORMATION

- Student recipients who are the legal age of majority (18 years of age or older) must complete an Authorization for Release of Information (ARI) form to allow KS to release information to designated parties. The ARI form is available on the FASS website.
- KS will not release information to any person (which includes a parent or family member) other than the student recipient without the recipient completing the ARI form.