



**KAMEHAMEHA SCHOOLS**  
**Financial Aid & Scholarship Services**  
**2017-2018**

**TERMS AND CONDITIONS OF THE POST-HIGH SCHOLARSHIP AWARD**  
**'Imi Na'auao Program**

**1. GENERAL INFORMATION**

- Recipient must re-apply for a scholarship award each year and meet all eligibility requirements. Only completed applications submitted by the deadline will be considered.
- Award is made annually and is based on merit.
- The award is non-transferable to another recipient or academic year.
- Award amount and Terms and Conditions may change from year-to-year and the amount is subject to the availability of funds.
- Failure to meet the Terms and Conditions as stated may cause recipient to be disqualified for consideration under the program in subsequent years.
- Acceptance of award indicates that the recipient is not receiving any other financial assistance from another Kamehameha Schools' (KS) funded scholarship or program. Failure to meet this condition may result in immediate suspension, termination of the award, and/or demand for repayment.
- Preference is given to applicants of Hawaiian ancestry to the extent permitted by law.
- Any lawsuit or claim against KS must be brought exclusively in the U.S. District Court for the District of Hawai'i or in the state courts of the State of Hawai'i. Any federal claims shall be governed exclusively by the federal law applied by the U.S. District Court for the District of Hawai'i, and any state law claims shall be governed exclusively by the laws of the State of Hawai'i, without reference to its conflict of law rules.

**2. USE OF FUNDS**

- Award amount 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 recipients who are enrolled part-time, except for those 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) are made payable to the post-high institution and are mailed directly to the post-high institution's Financial Aid Office
- Full time enrollment (part-time for non-traditional students) verification is a condition of the disbursement
- 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.

- Fall disbursement is made after the recipient accepts his/her award (submission of signed award letter).
- Spring disbursement is made after the recipient has completed and reported the completion of a minimum fifty (50) hours of community service through the Kamehameha Schools Community Service Portal at <http://webapp.ksbe.edu/ParentPortal/csp/login.aspx>.
- 2016-2017 'Imi Na'auao recipients who have not submitted a completed Community Service Timesheet by July 10, 2017 will not receive 2017-2018 'Imi Na'auao disbursements.

**4. OTHER SCHOLARSHIP ASSISTANCE**

- Recipient may receive funding from only one KS scholarship or program during an award year.
- Recipient must notify KS immediately if he/she has been awarded any other scholarship assistance from a KS-funded scholarship or program for the 2017-2018 award year. Failure to notify KS may result in repayment, suspension and/or termination of award. KS will review total KS funds awarded and determine eligibility for award and/or disbursement.

**5. RECIPIENT RESPONSIBILITIES**

- Provide up-to-date contact information (e.g., address, phone number(s), e-mail address, etc.) to KS. Send written updates within 30 days of noted change.
- Submit official college transcripts with grades posted no later than **30 days** after the **end** of the academic year.
- Submit updates for all situation(s) that may impact the recipient's educational pursuits and satisfaction of all Terms and Conditions of the award in a timely manner. For example, recipient must notify our office of changes in:
  - ✓ Enrollment status or program at current graduate institution
  - ✓ Graduate institution
  - ✓ Credit load below full time as recognized by the graduate school's requirements
  - ✓ Graduation from your program

Email Address: [asc@ksbe.edu](mailto:asc@ksbe.edu)

Mailing Address: Kamehameha Schools  
 Applicant Services Center  
 567 South King Street, Suite 102  
 Honolulu, HI 96813  
 Attn: 'Imi Na'auao

- Maintain Satisfactory Academic Progress (SAP) as stated in Table A below, noting:
  - ✓ SAP will be determined at the end of the academic year.
  - ✓ Failure to maintain SAP will result in award suspension and/or termination.
  - ✓ Extenuating circumstances (e.g., hospitalization, jury duty, military obligations, etc.) will be considered on an individual case basis. Supporting documentation confirming the circumstance must be submitted in a timely manner.

**Table A: Represents a semester-based institution**

Level	GPA Requirement (cumulative & current) or Equivalent
Graduate	3.0 or B average SAP (per post-high institution and/or program standards.)

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

**6. MAXIMUM ELIGIBILITY TERM**

- Recipients may receive KS financial assistance only if they do not exceed the maximum term (years) of funding allowed to complete their desired degree. If recipient receives funding from a KS Post-High program in excess of the number of years detailed below, the award may be cancelled or rescinded.

<u>Degree</u>	<u>Maximum Eligibility Term</u>
Teaching Certificate	2 years
Masters	3 years
Doctoral	2 years
Law/Medicine	As specified by the university

- Maximum eligibility term will not be extended for non-progressive degree programs. If student previously obtained a graduate degree with KS funding, we will combine the years previously funded by KS and the current degree when considering maximum term eligibility, e.g. student who previously obtained a doctorate and is now seeking a master’s degree will be subject to a total of 3 years (current degree max) of KS funding.
- The ‘Imi Na’auao award is limited to a specified period of time of two (2) academic years.
- First year recipient must reapply for consideration for the subsequent year as well as meet eligibility requirements. Please see 1. GENERAL INFORMATION.

**7. HO`OULU KAIAULU**

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.” *(Please contact our office for further information)*

- ✚ Recipient must perform a minimum of 100 hours of community service from July 1, 2017 through June 30, 2018.
- ✚ Recipient is responsible for reporting the completion of his/her community service hours through the Kamehameha Schools Community Service portal at: <https://webapp.ksbe.edu/ParentPortal/csp/login.aspx> no later than July 10, 2018.
- ✚ Failure to meet the Ho’oulu Kaiaulu Community Service requirement in this current year (2017-2018), may result in suspension of future award disbursements.

**8. REPAYMENT**

- KS reserves the right to request repayment of awarded funds or cancel/suspend awards if KS determines that the 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 information may include, but are not limited to, a change in the recipient’s current program, 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 a subsequent year.

**9. RELEASE OF INFORMATION**

- Recipients 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 (including parents or family members) other than the recipient without the completed ARI form.