

## **New Student Application for New York State Indian Aid (NYSIA)**

The **New Student Application** is intended for students who have never submitted an approved application for NYSIA to the Office of Indigenous Education.

If you have previously received NYSIA and are requesting aid for another semester, no matter how much time has passed since you have last received aid, do not use this application. Submit a Request Form instead.

To download fillable, printable NYSIA forms, visit us at [www.nysed.gov/indigenous-education](http://www.nysed.gov/indigenous-education) and navigate to Student and Family Resources. For questions, comments, or general inquiries, the Office of Indigenous Education can be contacted via email at [IndigenousEducation@nysed.gov](mailto:IndigenousEducation@nysed.gov) or via phone at 518-474-0537.

The New Student Application must be completed in full, and no fields can be left blank. If a field does not apply to you, write N/A. All required supporting documentation must be sent as well; a checklist of all required supporting documentation can be found on Page 3 of this document.

Document deadlines are July 16<sup>th</sup> for the fall, January 4<sup>th</sup> for the spring, and May 20<sup>th</sup> for summer semesters. If some of your supporting documentation is unavailable and the deadline is approaching, do not wait until the deadline has passed to submit what you have! Submit the New Student Application and the documentation available to you as early as possible. In cases of missing or invalid documentation, the Office of Indigenous Education will follow up with you via email to obtain the necessary materials to complete your Application.

Completed Applications and supporting documentation can be submitted via any of three methods:

1. Email attachment to [IndigenousEducation@nysed.gov](mailto:IndigenousEducation@nysed.gov) (preferred).
2. Fax to 518-474-3666.
3. Physical mail to the following mailing address:

**New York State Education Department  
Office of Indigenous Education  
89 Washington Avenue  
EB 2 West Mezzanine  
Albany, NY 12234**

If submitting via physical mail, the envelope must be postmarked on or before the semester deadline date to be accepted. If sending documents via email, please note that the OIE team cannot open “cloud” attachment links such as Google Drive



## New Student Application Attachment Checklist

Complete this checklist to indicate the mandatory documentation you have included with your New Student Application:

- One form of high school graduation proof or high school equivalency:
  - A copy of your high school diploma showing your date of graduation.
  - A high school transcript showing the date your diploma was awarded.
  - A copy of your High School Equivalency diploma if you did not graduate.
- One form of college enrollment proof:
  - An acceptance or enrollment letter from the college you plan to attend.
  - Your upcoming semester schedule, showing credits per course and total credits.
  - Your unofficial transcript showing your previous and upcoming courses.
- One form of tribal enrollment proof from a tribal nation located within New York State boundaries:
  - A copy of your tribal enrollment letter.
  - Photos of both sides of your tribal nation-issued ID card.
  - A copy of your parent’s tribal enrollment letter and your birth certificate showing your enrolled parent’s name.
- A completed FERPA form, available for download here: <https://www.nysed.gov/indigenous-education/forms>
- A brief typed essay (two pages maximum) outlining your educational goals and plans.

The deadlines for submissions of New Student Applications are as follows:  
July 16<sup>th</sup> for fall semesters, January 4<sup>th</sup> for spring semesters, and May 20<sup>th</sup> for summer semesters.

### AFFIRMATION OF UNDERSTANDING

Information provided on this form will be maintained in a file by the Office of Indigenous Education of the New York State Education Department, 89 Washington Ave, Education Building 2 West Mezzanine, Albany, New York, 12234. The Coordinator of the Office of Indigenous Education is responsible for records maintenance.

This information will be used to identify Indigenous students who are funded under the New York State Indigenous Post-Secondary Grant-in-aid Program, and will be shared with tribal higher education offices and/or Indigenous tribal representatives working with higher education; higher education institutions personnel who are interested in the recruitment, admission and retention of Indigenous students at the undergraduate levels; and also with those institutions interested in recruiting Indigenous students in opportunities for further education, scholarships, or professional training; and it will be used to recognize the degrees earned by Indigenous Students to share with prospective employers that may be known to the Coordinator of the Office of Indigenous Education.

Student Signature (required): \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Student (required): \_\_\_\_\_

Parent Signature (required if student is under 18 years of age): \_\_\_\_\_

Printed Name of Parent: \_\_\_\_\_ Date: \_\_\_\_\_