



**CITIZEN POTAWATOMI NATION
DEPARTMENT OF EDUCATION**

MEET THE CPN DEPARTMENT OF EDUCATION

The CPN Department of Education provides an accessible entry point for college-bound CPN students in search of individualized college advice, scholarship help, or internship information, regardless of age or location. Our mission is to prepare for the next seven generations by helping CPN tribal members identify and achieve their educational goals.



TESIA ZIENTEK

Director of the CPN Department of Education
Potawatomi Leadership Program Advisor
Citizen Potawatomi Nation tribal citizen



CHARLES LEE

Senior College Advisor
Focus: Students with last names A-M
Cherokee Nation of Oklahoma tribal citizen



SARAH WILLMETT-WHITEMAN

College Advisor
Focus: Students with last names N-Z
Citizen Potawatomi Nation tribal citizen



MATT HIGDON

College Advisor assisting with
advising and special projects
Citizen Potawatomi Nation tribal citizen



PROGRAM SUPPORT

STEPHANIE HAWK

Internship and Projects Coordinator
Focus: Partners closely with the CPN Department of Education
to place and support interns and coordinate special projects
Citizen Potawatomi Nation tribal citizen

HOW DO I CONTACT THE DEPARTMENT OF EDUCATION?

The best way to reach us is through email at college@potawatomi.org.

You can also call us at 405-695-6028 or toll free at 1-800-880-9880.



SCHOLARSHIPS

DO I QUALIFY FOR SCHOLARSHIPS AS A CPN TRIBAL MEMBER?

We administer the consolidated Tribal Scholarship via our user-friendly online Education Portal. Enrolled CPN tribal members who complete application criteria are eligible to receive \$2,000 (full-time status) or \$750 (part-time status) per semester up to three times a year (fall, spring, and summer).

WHAT DEGREE PROGRAMS DOES THE TRIBAL SCHOLARSHIP SUPPORT?

The Tribal Scholarship supports concurrent enrollment, associate's, bachelor's, and graduate programs at not-for-profit, accredited institutions. Ph.D. scholarship applications are considered on a case-by-case basis. Graduate-level certificates are ineligible for scholarship funding. Each student will only be eligible for funding for one of each degree type.

WHAT ARE THE ELIGIBILITY REQUIREMENTS?

You must be a current CPN tribal member pursuing a degree at a not-for-profit, accredited college institution, demonstrate at least a 2.5 cumulative grade point average on a 4.0 scale, and submit all application materials by the deadline.

WHAT IF I'M PURSUING A TECHNICAL DEGREE OR CERTIFICATION?

Scholarships for vocational and technical studies are handled by the CPN Workforce and Social Services Department, which can be reached via telephone at 405-878-3854.

HOW DO I SUBMIT MY APPLICATION ONLINE?

Students can access the portal at portal.potawatomi.org. Users will be prompted to log in using their Google or Facebook account, or if preferred, you can create your login with an email address and password of your choosing. You must provide your tribal identification number to verify membership. After creating your profile, you will click on "Apply for New Scholarship." You will input the requested information and upload the two required supplemental documents:

- Previous semester grades, which helps us determine if you meet the 2.5 grade point average requirement; and

- Class schedule, which helps us determine if you are full-time or part-time status.

After submission, students can log on at any time to check the status of their application. No paper applications are accepted.

DO I HAVE TO FILL OUT THE APPLICATION EVERY SEMESTER?

Yes, you must submit a new application by the deadline each semester. Once you have completed your profile on the Education Portal, however, you will only need to update your current information each semester. This process will save you from having to enter the same information each time.

AM I ELIGIBLE FOR A FULL-TIME OR PART-TIME TRIBAL SCHOLARSHIP?

We use the Student Status Matrix to determine full-time versus part-time eligibility.

| STUDENT STATUS MATRIX | | |
|-----------------------|------------------------|-------------|
| | PART-TIME | FULL-TIME |
| UNDERGRADUATE | 11 credits or fewer | 12+ credits |
| GRADUATE | Eight credits or fewer | 9+ credits |

If your institution considers full-time status using a different scale, you will use the “Additional Document” upload space on the Education Portal to provide official university documentation from the Registrar or Academic Catalog as proof that you are full-time. Without such documentation, students are automatically classified using this matrix.

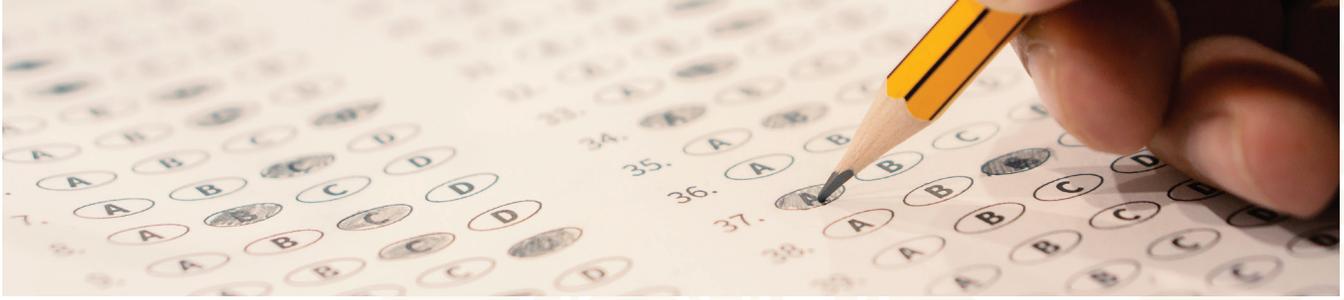
WHO WILL RECEIVE THIS SCHOLARSHIP CHECK?

Unless otherwise requested on the portal, checks will be made co-payable to both the student and the university and will be mailed to the address identified by the student on the portal. On the first page of the application, students may opt to have the check made out directly to themselves (if they provide the proper zero-balance documentation) or to the school.

WHAT ARE THE DEADLINES?

We adhere to strict deadlines to help us serve as many students as fairly as possible. Tribal Scholarship application periods are as follows:

| FALL | SPRING | SUMMER |
|---|---|--|
| Opens: July 15 8AM CT Closes: Sept 15 5PM CT | Opens: Nov 15 8AM CT Closes: Feb 15 5PM CT | Opens: March 15 8AM CT Closes: June 15 5PM CT |



ADVISING

HOW CAN THE COLLEGE ADVISORS HELP ME?

The CPN Department of Education college advisors offer free support to tribal members. We compare college options, assist the completion of college admission applications, identify outside scholarships, review essays, and more.

CAN I GET HELP WITH THE ACT OR SAT?

The college advisors are equipped to help find resources for any student taking standardized tests such as the ACT and SAT.

HOW DO I ACCESS A COLLEGE ADVISOR?

Students can meet with college advisors in person, over the phone, using the online advising tool, or via email. To set up an appointment or find out more information, email college@potawatomi.org or call us at 405-695-6028 or toll free at 1-800-880-9880.

INTERNSHIPS

DOES THE CPN OFFER INTERNSHIPS?

CPN offers college students a comprehensive, experience-driven internship program in the fall, spring, or summer. Internships are developed to fit a student's unique experience and career interests. Spring and fall internships are 160 hours, part-time, spread over the course of the entire semester. Summer internships are 240 hours, full time, for a six-week duration. Eligible interns are paid at \$10.00 per hour; unpaid internships may also be considered in certain cases. Housing and transportation are not provided for interns. Internships are subject to CPN Tribal member preference, but citizens of other tribes and non-Native American students are also welcome to apply.

HOW DO I APPLY FOR AN INTERNSHIP?

To learn more or apply, email a current resume and cover letter to college@potawatomi.org. Deadlines to apply for internships are as follows:

FALL
July 10

SPRING
November 10

SUMMER
April 10



GRADUATION

DOES CPN HOST ANY GRADUATION EVENTS?

Yes, the CPN hosts an annual Graduation Celebration each spring. Students who graduate in that academic year are eligible to attend the banquet along with a guest. Spots are limited, so registration is accepted on a first-come, first-served basis. Email college@potawatomi.org for more information.

HOW CAN I GET A STOLE?

You can purchase stoles for \$100 online at potawatomigifts.com or in person at the Citizen Potawatomi Gift Shop located at the Cultural Heritage Center. 50 percent of the proceeds go toward Tribal Scholarships.

HOW CAN I SHARE MY ACHIEVEMENT?

We would love to see you wearing your stole. Please email photos to college@potawatomi.org and use **#CPNScholar** when posting photos on social media.

COLLEGE PARTNERSHIP

ARE THERE ANY SPECIAL COLLEGE PARTNERSHIPS FOR CPN STUDENTS?

The Citizen Potawatomi Nation has partnered with the Oklahoma Baptist University Master in Business Administration program. Up to ten enrolled CPN tribal citizens who meet OBU academic standards are eligible to receive special tribal scholarship funding to cover tuition expenses over a two-year degree plan. These students will be allowed to take up to two courses each semester. Books, software, and fees are not included. The OBU MBA delivers online, on-ground, and blended opportunities for students.

HOW TO I APPLY FOR THIS OPPORTUNITY?

Learn more about OBU's MBA program at okbu.edu/graduate/business/index.html. Applicants must complete the CPN Tribal Scholarship application online at portal.potawatomi.org. Upon review of the application, eligible applicants will be referred to the OBU admissions team to begin their application process. If there are already ten enrolled students in the program, students will be placed on a waitlist if they are approved and will be notified once a space opens within the program.



POTAWATOMI LEADERSHIP PROGRAM

WHAT IS THE POTAWATOMI LEADERSHIP PROGRAM (PLP)?

The six-week PLP brings a group of 8-10 promising young tribal members from around the world to Shawnee, Oklahoma to learn about the government, culture, and economic development of the Citizen Potawatomi Nation. All expenses are paid for PLP students, including travel, housing and food. Students also receive a \$1,680 scholarship upon completion of the program. After completing the PLP, students leave empowered with the knowledge and tools to be an engaged leaders of the CPN.

WHO IS ELIGIBLE FOR THE PLP?

Students must have be 18-20 years of age, have not completed more than one year of college, and have at least a 3.0 grade point average.

HOW DO I LEARN MORE AND APPLY?

Applicants apply online at plp.potawatomi.org by writing a series of essays, providing a letter of recommendation, a transcript, and proof of college enrollment. Tribal leadership considers applicants during a rigorous selection process. The PLP website also provides an in-depth look into the program through past participant work and video interviews.

OTHER EDUCATIONAL OPPORTUNITIES AT CPN

JOHNSON O'MALLEY PROGRAM

Johnson O'Malley (JOM) is a federal grant program for K-12, federally-recognized Native American students that allows them the same opportunities as their classmates in school. CPN's JOM program serves the following thirteen school districts: Asher, Bethel, Dale, Earlsboro, Macomb, South Rock Creek, Tecumseh, Maud, Wanette, Lexington, Little Axe, Harrah, and Choctaw-Nicoma Park. JOM provides school supplies, grade incentives, and a yearly amount of funds to be used toward school pictures, school gym shoes, yearbooks, senior announcements, school club dues, and more. To learn more, visit potawatomi.org/services/education/johnson-omalley or call 405-878-3854.

VOCATION AND TECHNICAL SCHOLARSHIP ASSISTANCE

For students pursuing a vocational degree or technical license, scholarship assistance is available through the CPN Workforce and Social Services department. Students may contact WSS at 405-878-3854 to learn more about this opportunity.

CLASSROOM TRAINING GRANT

CPN Workforce and Social Services Education Classroom Training Grant is open to citizens of federally recognized tribes in the CPN 5 1/2 county service area (Pottawatomie, Payne, Cleveland, Lincoln, Seminole, and the portion of Oklahoma County east of Post Road). This grant assists with up to \$150 (part time) and up to \$300 (full time) towards tuition and/or books of the unmet need. FAFSA must be filed if the course qualifies. Once the application is completed and approved, all payments are made directly to the school. Contact WSS at 405-878-3854 for more information.

GED SERVICES

CPN Workforce and Social Services offers GED services to citizens of federally recognized tribes in the CPN 5 1/2 county service area (Pottawatomie, Payne, Cleveland, Lincoln, Seminole, and the portion of Oklahoma County east of Post Road). We assist with the cost of both the GED Ready (pre-test) and the GED Official test. Application must be completed and approved before services begin. Restrictions apply for 16/17 testing candidates. Contact WSS at 405-878-3854 for more information.

PROSPECTIVE OKLAHOMA TEACHERS

The CPN Department of Education and Workforce and Social Services have entered into a partnership with the Oklahoma Office of Educational Quality and Accountability to offer free teacher certification tests. Tests offered are the Oklahoma General Education Test (OGET), the Oklahoma Professional Teacher Examination (OPTe), and the Oklahoma Subject Area Tests (OSAT). All CPN tribal members are eligible. Citizens of federally recognized tribes in the CPN 5 1/2 county 477 service area (Pottawatomie, Cleveland, Lincoln, Payne, Seminole, and Oklahoma County east of Post Road) are also eligible for this benefit. Contact the Educational Counselor at Workforce and Social Services at 405-878-3854 to apply.

TAX SERVICES

The CPN Tax Service Consultant offers free tax services for CPN tribal members. Since the CPN Tribal Scholarships are not taxable under the Tribal General Welfare Exclusion Act of 2014 but other scholarships used toward non-tuition expenses are, students may have a question about how to file their taxes and can reach the Consultant at 405-878-3854.

POTAWATOMI LANGUAGE

The CPN Language Department offers several resources for learning the Potawatomi language, including an online self-paced course, an online children's course, and a Potawatomi dictionary. For these resources and more, please visit potawatomi.org/language. Potawatomi can also be taught for credit at local high schools. For more information about this opportunity, please contact jneely@potawatomi.org.

PROFESSIONAL DEVELOPMENT

We encourage all schools and organizations to consider including cultural relevance training for its employees. We can provide such training to interested organizations. Please contact us for more information at college@potawatomi.org.

CULTURAL HERITAGE CENTER

Located at 1899 S. Gordon Cooper Drive, Shawnee, OK 74801, the CPN Cultural Heritage Center is home to the CPN Gift Shop and features exhibits on early Potawatomi life and the harsh changes of the removal period, presented using life-size dioramas and interactive displays. The Cultural Heritage Center's Long Room houses our Veteran's Wall of Honor, which displays objects associated with the military service of our Potawatomi tribal members. Learn more at potawatomiheritage.com. The Cultural Heritage Center is free and open to the public on Monday - Friday 8am - 5pm and Saturday from 10am - 3pm. To schedule a large group tour, call 405-878-5830.

EAGLE AVIARY

The CPN Eagle Aviary offers a permanent home to eagles rescued from the wild that have been injured and cannot be rehabilitated and released. While only a handful of Native American aviaries exist in the U.S., this facility is the first of its kind to incorporate culturally significant elements into the facility design. The facility is an excellent way to connect with and learn about Potawatomi culture and the importance of environmental conservation. Tours are by appointment only. To schedule a tour, contact aviary@potawatomi.org or 405-863-5623.

GTEGEMEN (WE GROW IT) COMMUNITY GARDEN

This culturally-relevant agricultural system is open to the public. Tours of the garden or its surrounding area where natural herbs are located can be scheduled by calling 405-878-5830 or emailing kdeerinwater@potawatomi.org.

SHKODEDEAJEK TRIBAL AISES CHAPTER

The CPN was one of the first tribes to establish a tribal chapter for the American Indian Science and Engineering Society (AISES). Open to all CPN citizens or supporters regardless of location, Shkodedeajek (Those Who Carry Fire in Their Hearts) members can join biweekly virtual calls to discuss how to support Native Americans in STEM fields. To join or learn more, email kdeerinwater@potawatomi.org.

FIRELODGE CHILDREN & FAMILY SERVICES

FireLodge Children & Family Services advocates for and protects children and vulnerable adults who are at risk of being abused or neglected. Services provided include court advocacy, investigations, prevention services, parenting education, counseling, foster home approval, and adoption. FireLodge ensures Potawatomi foster children are connected to state or national scholarship resources available specifically to children involved in the child welfare system. To contact the program, call 405-878-4831 or visit potawatomi.org/firelodge.



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