



Aubry M. Hocog  
Mayor of Rota

# ROTA MUNICIPAL SCHOLARSHIP FOUNDATION

Office of the Mayor, Municipality of Rota

## Educational Financial Assistance

P. O. Box 902 Rota, MP 96951 \*Rota Mayor's Office (670)532-9451

Email: [rotamunicipalscholarshipfndn@gmail.com](mailto:rotamunicipalscholarshipfndn@gmail.com)



Valerie Kate Q. Apatang  
Chairwoman

### SUPPORTING DOCUMENTS CHECKLIST

STUDENT NAME: (Last)\_\_\_\_\_ (First)\_\_\_\_\_ (Middle)\_\_\_\_\_

TELEPHONE/CELLPHONE NO: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**TERMS:** ( ) NEW ( ) RETURNING ( ) RENEWAL ( ) FALL ( ) SPRING

- RMSF Application, Sign & Date ( ) Original ( ) Electronic Copy
- Copy of Acceptance Letter (College/University)
- Official Transcript or Report Card (College/University)
- Copy of most Recent Class Schedule (College/University)
- Copy of High School Diploma (New Applicants Only)
- Copy of USA Passport or Birth Certificate
- Copy of CNMI Voter's Registration Card
- Copy of Latest 1040/W-2 (Parent & Student) for proof of residency
- Notarized Promissory Agreement/Memorandum of Agreement

#### IMPORTANT NOTE:

For off-island student(s), send ORIGINAL application with complete requirements to the email address provided on the 1<sup>st</sup> page of the application. Please note that NO application, either New or On-going for financial assistance will be considered or reviewed unless such application is completed and accompanied by all required supporting documents. In addition, an emailed transcript directly from the institution's admission and records office may be accepted until such time the original is received, as required.

Received Date: \_\_\_\_\_ Time: \_\_\_\_\_ Initial: \_\_\_\_\_



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### GRANT APPLICATION

NEW

RENEWAL

RETURNING

FALL

SPRING

SUMMER

#### STUDENT DATA

<b>Last Name:</b>			<b>First Name:</b>			<b>Middle Name:</b>		
<b>Mailing Address:</b> [City, State, Zip Code]			<b>Permanent Street Address:</b>					
<b>Voter's Registration No.</b>			<b>Telephone/Cellphone No.</b>			<b>Email Address:</b>		
<b>Citizenship:</b> ( ) US      ( ) Other Specify _____			<b>Gender:</b> ( ) Male ( ) Female			<b>Marital Status:</b> ( ) Single ( ) Married No. of Dependents: _____ Spouse Name: _____		
<b>Permanent Rota Resident:</b> ( ) YES      ( ) NO			<b>For the past 2 years. Have you, your parents or guardians reside in Rota?</b> ( ) YES      ( ) NO					
<b>Residential Village:</b>			<b>Valid ID #: (if any)</b>			<b>Ethnicity:</b> ( ) Chamorro ( ) Carolinian ( ) Other      Specify _____		
<b>Employer:</b>								
Name: _____ Address: _____ Contact No. _____								

#### INSTITUTION ENROLLMENT INFORMATION

<b>Name of High School attended:</b>			<b>High School or GED Graduation Date:</b>					
<b>Name &amp; Address of Institution you have been accepted or enrolled:</b>						<b>Field of Study:</b>		
<b>Calendar Year:</b> ( ) Semester      Year _____		<b>Admission Status:</b> ( ) Accepted      ( ) Enrolled		<b>Class Level:</b> ( ) Undergraduate      ( ) Graduate ( ) Advance Degree (specify) _____ ( ) Certificate (specify) _____				
<b>Degree Pursuing:</b> ( ) Associates      ( ) Bachelor      ( ) Master      ( ) Advance								
<b>Tentative Graduation Date:</b> Month _____ Year _____								

#### OTHER INSTITUTION ATTENDED:

Name of Institution:		Certificates & Degree Obtained (if any)



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## FINANCIAL INFORMATION

(Please fill in all the blanks)

Estimated Financial Resources Information per academic year:		Estimated Educational Expenses:	
Personal Funds (Cash, Savings, etc.)	\$	Testing/Application Fee	\$
Parental Support	\$	School Tuition Fees	\$
Spouse's Support	\$	Book & Supplies	\$
Federal Pell Grant	\$	School Supplies	\$
Perkins Loan	\$	Room & Board	\$
National Direct Student Loan	\$	Health Insurance	\$
Federal Work-Study	\$	Personal Expenses	\$
Other: (Specify)	\$	Transportation Allowance	
		a) Air	\$
		b) Ground	\$
Total Aid Available:	\$	Career Counseling Fees	\$
		Other: (Specify)	\$
		Total Expenses:	\$

**RELEASE INFORMATION:** All information provided is kept strictly confidential. Information will be released upon written authorization from the applicant.

**CERTIFICATION:** I certify that all information provided above is true and complete to the best of my knowledge. If requested by Rota Municipal Scholarship Board, I agree to provide proof of information states on this form. I also understand that if I fail to provide the documents requested or falsify any information provided, it may result in the forfeiture of Financial Assistance pursuant to RLL 13-4.

I also authorize the Rota Municipal Scholarship Board to request and obtain any and all necessary information from other agencies related to my financial assistance application. Furthermore, I understand that any financial assistance is subject to availability of funds.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant below 18 years of age: \_\_\_\_\_ Date: \_\_\_\_\_  
(Name of Parent & Signature)



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### AVAILABILITY AND DEADLINE OF APPLICATION

#### FALL SEMESTER

May 1st - July 1st

#### SPRING SEMESTER

October 15th - December 15th

**Note:** If the deadline falls on a weekend or a holiday, the deadline will be the next working day. Electronic application may be requested through the office email provided above.

### SUPPORTING DOCUMENTS

#### NEW STUDENT

(Never received an award)

#### RETURNING STUDENT

(Seeking readmission after break)

#### RENEWING/ONGOING STUDENT

(Received an award from previous semesters)

RMSF Application  
Copy of Acceptance Letter (College/University)  
Copy of most Recent Class Schedule  
Copy of High School Diploma  
Copy of Passport OR Birth Certificate  
Copy of Voter's Registration Card  
Copy of Latest CNMI 1040 (proof of residency)  
Notarized Promissory Agreement/Memorandum of Agreement

RMSF Application  
Copy of Acceptance Letter  
*Original Official Transcript/Grade Point Average OR  
Copy of Unofficial Transcript/Grade Point Average*  
Copy of Most Recent Class Schedule  
Copy of Latest CNMI 1040 (proof of residency)  
Notarized Promissory Agreement/Memorandum of Agreement

RMSF Application  
Original Official Transcript/Grade Point Average  
Copy of most Recent Class Schedule  
Notarized Promissory Agreement/Memorandum of Agreement

Note: For Returning/Renewing Students, a new application along with supporting documents must be submitted per semester year. In addition, the deadline for supporting documents is thirty (30) working days after the deadline of application.

### ELIGIBILITY FOR SCHOLARSHIP ASSISTANCE (SECTION 5) OF THE RULES & REGULATIONS

- No person other than a person whose domicile in the municipality of Rota shall be eligible for or receive assistance from the Rota Municipal Scholarship Foundation
- No person whose program of study leads to a degree in theology, divinity or religious studies is eligible for grant.
- Applicants must be able to demonstrate a financial need for such a grant, taking into account other financial resources from the individual applicant and/or his/her family.
- Submit a completed and signed application form and ensure that the most recent sealed official transcript is mailed out to the email address provided above **OR** hand delivered to the RMSF Office located at the Rota Mayor's Office.
- Provide an acceptance letter from a recognized US Accredited College, University **OR** Institution as proof.
- Be a graduate from High School, Advanced Development Institute, General Education Development (GED) **OR** Higher.
- Be a registered voter of the CNMI.

### FINANCIAL AWARD DISBURSEMENT AMOUNTS:

Part-Time (Tier I):	One (1) to Four (4) Credit(s)	\$200.00
Part-Time (Tier II):	Five (5) to Eleven (11) Credits	\$600.00
Full-Time:	Twelve (12) Credits and above	\$800.00

### AWARD PER SEMESTER

### IMPORTANT INFORMATION

- For off-island students, email **original** application with complete requirements to [rotamunicipalscholarshipfndn@gmail.com](mailto:rotamunicipalscholarshipfndn@gmail.com). Please note that **NO** application either new, returning or ongoing for financial assistance will be considered or reviewed unless such application is completed and accompanied by all required supporting documents. In addition, an emailed transcript directly from the institution's Administrations and Records Office may be accepted until such time the original is received as required.

### BOARD OF DIRECTORS

**Valerie Q. Apatang**  
Chairwoman

**Tonica S. Barcinas**  
Vice- Chairwoman/Secretary

**Ivan T. Mereb Jr.**  
Treasurer

**George O. Hocog**  
Member