



Waganakising Odawak
 Little Traverse Bay Bands of Odawa Indians
Niigaandiwin Education Department
 7500 Odawa Circle, Harbor Springs, Michigan 49740
 {P} 231-242-1480 {F} 231-242-1490



According to the Michelle Chingwa Education Honorarium Act, students may petition decisions made by the Education Department regarding **honorarium adjustments**, **GPA eligibility status** and **deadline denials**. Petitions must be submitted within **15 days** of receiving notification of an adjustment or denial. Submissions can be made to the Education Department via fax (**231-242-1490**), email (highereducation@ltbbodawa-nsn.gov) or mail to the following address: 7500 Odawa Circle, Harbor Springs, MI 49740.

Section A: Student Information			
Name:			Tribal ID #:
Address:	City:	State:	Zip Code:
Email Address:	Telephone #:		
Section B: Reason for Petition			
Please check all that apply.			
<input type="checkbox"/>	Adjustment (Award was adjusted by the number of unearned MCEH-funded credits)		
<input type="checkbox"/>	GPA (Term/Semester GPA is under the 2.0 minimum)		
<input type="checkbox"/>	Deadline (Submission was made after the established standard/non-standard deadline)		
Please provide a detailed explanation of your situation in the section on the back of this application and attach any supporting documentation.			
Section C: Academic Term			
Please check the term that you are filing a petition for.			
<input type="checkbox"/>	Winter	<input type="checkbox"/>	Summer
<input type="checkbox"/>	Spring	<input type="checkbox"/>	Fall
<input type="checkbox"/> Non-standard term (i.e. term that is not considered a semester, trimester or quarter.)			
Section D: Petition Process			
The Education Department will review your petition within ten (10) business days of receiving your petition. In the event that more detailed information is needed, the Higher ED Specialist will contact you.			
Section E: Certification			

I certify that all the information provided on this application is correct and complete. I also confirm that I have included a detailed explanation of the reason(s) that I am petitioning and have included all supporting documentation that I would like to be considered in my petition review process. I have provided current contact information that the Education Department may use when correspondence is required for petition purposes.

Furthermore, I understand that if I submit an incomplete petition application, my petition request will be deferred until I provide all necessary information for filing a petition.

 Student Signature

 Date

