

Applicant Name:
Semester of application:

**International Work Opportunity
Returnability Kuleana (IWORK)
Brigham Young University–Hawaii**

Please carefully read the requirements of the IWORK program below and initial that you are willing to abide by each of the program requirements of this program.

The IWORK program is to assist students from the Pacific Rim (South Pacific & Far East) in obtaining a quality education at BYU–Hawaii. It is built on the principle of self-reliance and its goal is to provide the necessary financial assistance to worthy members of the Church of Jesus Christ of Latter-day Saints so they can return home to their countries and regions debt-free and qualified to provide leadership roles in an international church, in civic and social affiliations, and within their families. The IWORK Program is a unique and generous opportunity available only at BYU–Hawaii. The program offers a 50 percent grant and 50 percent forgivable loan. The loan portion is only repayable if the recipient chooses not to return to their home region following graduation from BYU–Hawaii. Through the IWORK program BYU–Hawaii pays all university tuition, class fees, insurance, room and board in excess of the student contribution and payroll deduction from their work at either Polynesian Cultural Center (PCC) or BYU–Hawaii. IWORK program participation is limited to a maximum equivalent of 9 semesters in residence (approximately 3 years of attendance). Transfer student's maximum eligibility will be determined based on the number of transfer credits accepted toward their degree requirements.

When a student is selected to participate in the IWORK program, the student, his/her family and/or sponsor(s) are expected to honor the financial commitment made on behalf of the student during the student's entire enrollment whether or not the student gets married while attending BYU–Hawaii. The student will be required to contribute to his/her own education by working at the nearby PCC or BYU–Hawaii and paying a portion of his/her wages toward the student's own educational cost. The student's family and/or sponsor will have to help provide on a yearly basis, a fair student contribution in line with the economy of the student's country and the family's income, along with assisting the student with cost of books and supplies.

One half of the total aid given to the student while on the program will be a grant that does not have to be repaid and the other half will be a student loan provided to the student by the university that is forgivable (does not have to be repaid) if the student returns to their home country/region. The total loan amount will be decreased 25% for every year that the student resides in their home county/region after leaving the university.

Upon graduation from BYU–Hawaii, it is expected that the student will return to their home country or region qualified to provide leadership roles in an international Church, in civic and social affiliations, and within their families. Failure to return to your home country/region will result in your being required to repay your IWORK student loan.

If you are selected to participate in the IWORK program the following are requirements of all participants. Please read each item below, then type your initials on the line indicating that you have read and understand and agree to abide by each requirement.

STUDY

Initial: _____

Students on the IWORK program are expected to maintain at least a 2.0 cumulative GPA and complete at least 12 credits in the Fall and Winter semesters, and 8 credits each Spring term.

There are many resources at BYU–Hawaii which students may utilize in order to help them develop good study habits and to be successful in their academic pursuits. We encourage all IWORK students to take advantage of these academic support services, such as the Center for Academic Success and peer mentoring, to help them to maintain good grades and receive assistance when necessary.

WORK

Initial: _____

As a part of the IWORK program, on-campus employment is required of all IWORK students. These jobs are all located at the Polynesian Cultural Center (PCC) in a variety of positions or, when eligible, at BYU–Hawaii. Most of these positions are physically demanding and occur in a challenging work environment that includes loud noise, wet slippery surfaces, water, and fire. While performing the duties of these jobs, the employee is regularly required to stand for long periods of time, sit, dance, talk, hear, and use arms and hands to operate equipment. Light to moderate lifting is required. Ability to handle the stress or participating in regular performances in front of large audiences is required.

A limited number of positions are available that do not require the physical requirements noted above.

All students on the IWORK program generally are expected to work 19 hours per week at their given place of employment while classes are in session and 40 hours per week during school breaks. A portion of the student's paycheck will be deducted each pay period to help pay for the student's educational costs.

Accommodations based on disability are provided according to the University's Accommodations of Persons with Disabilities policy.

Will you be able to perform the essential functions noted above?

FINANCIAL COMMITMENTS

Initial: _____

A "Student Contribution" is the amount that the student, family, or sponsor is required to pay as their contribution to the educational cost each year. Students are responsible to coordinate with their family/sponsor to make sure these payments are made in a timely manner.

Students must meet their payback obligations each semester/term. Any outstanding charges on the student's account that are not qualifying charges to be paid by IWORK will be the responsibility of the student to pay and must be paid prior to the tuition deadline.

UNIVERSITY HONOR CODE

Initial: _____

Each year, students on the IWORK program must obtain an endorsement from their university bishop. Students must obey the University Honor Code on and off campus. Students who do not observe the Honor Code may be dismissed from BYU–Hawaii.

Please note that the Honor Code includes academic honesty, dress and grooming standards, residential living standards, and the Word of Wisdom. This also includes being honest with any academic and financial information the student provides to BYU–Hawaii. Students are encouraged to continue to observe the Honor Code and attend church so that they will qualify for a continuing bishop's endorsement.

HOUSING

Initial: _____

Students are required to live in university housing and abide by the housing rules. Housing contracts are determined by the Housing department.

LOAN FORGIVENESS

Initial: _____

For an IWORK loan to be entirely forgiven, the student recipient must return to their home country/region and reside there for four years following their leaving or graduating from BYU–Hawaii. The loan will be forgiven as follows:

For each year that a former IWORK student resides in their home country/region following their leave or graduation from BYU–Hawaii, 25% of their IWORK loan will be forgiven. Each year, former IWORK students must submit documentation to the BYU–Hawaii Financial Aid Office verifying that they are indeed living in their home country. Any of the following documents will be acceptable:

1. IWORK Loan Forgiveness Verification Form
2. Bishop's Endorsement/Letter
3. Local tax form indicating residency in country for the past year

If an IWORK student decides not to return to his/her home country or target area, (Pacific Rim & Far East Asia), he/she will become subject to the repayment terms and conditions of the loan agreement. The following are the basic loan terms:

- Interest accrues on loan balances at the rates of 4% per year.
- The loan may be amortized over a period of no more than 8 years.
- There is a 6-month grace period that begins as soon as the student is no longer enrolled at BYU–Hawaii.
- During the grace period, no interest accrues and the student is not required to make any monthly payments.

TRAVEL

Initial: _____

All travel must first be approved by the IWORK committee BEFORE tickets are purchased. In order for students to receive approval to travel, they will need to meet 5 criteria:

1. Must complete 2 consecutive semesters before they can request to travel
2. Must get approval signature from their employment supervisor
3. Must be current with their BYU–Hawaii financial student account
4. Must be in good academic standing
5. Travel must not interfere with scheduled classes After approval has been received from the IWORK

After approval has been received from the IWORK committee, students are responsible for their own travel cost. Number of travels and the amount of days must go through the IWORK committee for approval.

VEHICLES

Initial: _____

IWORK student should not plan to bring or acquire a vehicle while at BYU–Hawaii. Insurance, gasoline, repairs, liability, and the legal requirements of owning a vehicle are costly and parking facilities on campus are limited; therefore, it is recommended that IWORK students do not drive. In order for students to drive any motorized vehicle, the student must:

1. Verify that he/she is legally able to drive in the U.S. (e.g. valid driver's license)
2. Verify that the vehicle is legally registered and insured, and
3. Ensure the vehicle is registered on campus with the Department of Public Safety.

CHANGE OF STATUS

Initial: _____

IWORK students will fill out a Change in Income or Circumstance (CIC) form on a yearly basis. If there is any change in the student's status financially, academically or if the student is planning to get married they must come into the Financial Aid Office to discuss how the change affect their Student Contribution or eligibility in the program.

Students that marry a U.S. citizen may remain on the IWORK program for up to 6 months to give them the time necessary to apply for U.S. citizenship so that they may qualify for U.S. Federal Student Aid.

OBLIGATIONS AND SANCTIONS

Initial: _____

IWORK students integrate spiritual and secular learning to provide a foundation for a lifetime of learning. The IWORK program assists young men and young women in developing character and integrity so they can provide leadership in all aspects of their lives. It also provides a significant group of faithful and committed church leaders who will assist in building the kingdom, particularly in the Pacific and Asia regions.

As a participant in the International Work Opportunity Returnability Kuleana (IWORK) program,

students promise that upon completion of their educational experience, the student will return to their home country/region to reside for a minimum of four years.

Sanctions

Students should understand that adherence to all the Terms and Conditions of the IWORK program are required to maintain eligibility for the program. Violation of any of the Terms and Conditions may result in the following progressive discipline:

First Offense: Warning letter placed in the student employee's file.

Second Offense: Doubling of the required Family Contribution (FC) required to maintain eligibility for the IWORK program.

Third Offense: Termination of employment and removal from the IWORK program.

Once removed from IWORK program eligibility, the student will need to

1. Apply for a change of status to a "self-funded" category (e.g., F Visa) and
2. Be otherwise eligible and in good-standing (academic good standing, Office of Honor, ecclesiastical endorsement, etc.) in order to remain at BYU–Hawaii and will not be eligible to reapply for IWORK participation for one semester from the end of the semester or term during which the student was terminated from the IWORK program. The opportunity to reapply does not guarantee acceptance back into the program.

I have read, understood, and agree to comply with the Terms and Conditions provided above. I, promise that upon completion of my educational experience, I will return home to my home country/region to serve. I have discussed this promise with my parents and church leaders and we all have a clear understanding of my commitment to return home and serve. BYU–Hawaii reserves the right to confirm the financial information provided in this application with your ecclesiastical leader.

Ecclesiastical Leader's Name: _____

Unit Name: _____

Ecclesiastical Leader Contact Information (Email, phone number, etc):

Student's signature: _____

Please attach to an email along with your required documents, in order to complete your International Student Aid (ISA) Application for the IWORK program. Send documents to iwork@byuh.edu
For any questions, you may contact us via email at iwork@byuh.edu or by phone at (808) 675-3720.