



# IWORK Student Aid Application

Brigham Young University–Hawaii

Year/semester of Application \_\_\_\_\_

## \*\*\*\*\*For Single Applicants Only\*\*\*\*\*

BYU–Hawaii requires that international students demonstrate financial responsibility during their enrollment at the university. Thus, each international student must demonstrate that he or she will be entering the United States with sufficient financial resources and student financial aid to meet all of his or her anticipated expenses.

Please make sure that each section of this application is complete in order to avoid any delay in processing your application. Financial Aid & Scholarship reserves the right to request documentations to verify the authenticity of any information provided by the applicant. **Failure to provide complete and accurate information may adversely affect your eligibility for financial aid and/or your enrollment status with the university.**

Please ensure that you have completed the admissions application process at [apply.lds.org](http://apply.lds.org).

### Personal and Family Information

Surname/Last Name: \_\_\_\_\_ Given Name: \_\_\_\_\_ Age: \_\_\_\_\_

Home Country: \_\_\_\_\_ CES Net ID: \_\_\_\_\_ Email Address: \_\_\_\_\_

Are you currently serving/ Have you returned home from a mission?  Yes  No

Name of Mission and Country: \_\_\_\_\_

Have you been a member of The Church of Jesus-Christ of Latter-day Saints for at least a year or more:  Yes  No

MRN: \_\_\_\_\_

### Personal Financial Information

Please fill in the requested information below. If you do not have income in a category requested, please put “0” in the appropriate field. For each category that you have income, please send a pay slip and bank statement, or government form, or profit and loss statement that proves the amount you have declared. If you do not have these documents, please ask your bishop to complete the [Bishop’s Letter for BYU–Hawaii Applicants](#) and send it to us directly.

| Applicant’s Total Annual Income | Currency of Your Country |
|---------------------------------|--------------------------|
|                                 |                          |

What is the current balance of all your bank accounts? Please attach or send a copy of the most recent bank statement for each account.

| Account Number | Current Balance | Currency of Your Country |
|----------------|-----------------|--------------------------|
|                |                 |                          |
|                |                 |                          |
|                |                 |                          |

### Extended Family Information

What is your parents' marital status?

Married  Single  Separated  Widowed  Both Deceased

What is the total current balance of all bank accounts owned by your parent(s)? Please attach a copy of the most recent bank statement for each account.

| Account Number | Current Balance | Currency of Your Country |
|----------------|-----------------|--------------------------|
|                |                 |                          |
|                |                 |                          |
|                |                 |                          |

Please list ALL members of your current household below and indicate the amount that will be contributed by each member to the cost of your education.

| Relationship       | Name         | Age | Annual Income | Amount of Support | Currency Type |
|--------------------|--------------|-----|---------------|-------------------|---------------|
| Example:<br>Father | Olaf Jackson | 55  | \$600,000     | \$100,000         | TWD           |
| Sister             | Elsa Jackson | 6   | \$0           | \$0               | TWD           |
| *Father            |              |     |               |                   |               |
| *Mother            |              |     |               |                   |               |
|                    |              |     |               |                   |               |
|                    |              |     |               |                   |               |
|                    |              |     |               |                   |               |
|                    |              |     |               |                   |               |
|                    |              |     |               |                   |               |
|                    |              |     |               |                   |               |

Please list your immediate family members (*i.e.*, parents, siblings, spouse, children) and their current country of residence who have graduated from BYU–Hawaii:

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Please list your immediate family members and their current country of residence who would be living with you but are currently attending a college or university:

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Please list your immediate family members and their current country of residence who would be living with you but are currently serving an LDS mission:

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**Additional Sources of Income or Sponsorship**

Please complete the following for any additional financial support or sponsorship not already identified above.

| Name | Amount of Support | Frequency of Payment |
|------|-------------------|----------------------|
|      |                   |                      |
|      |                   |                      |
|      |                   |                      |

Each sponsor will need to complete the [Sponsor’s Letter for BYU–Hawaii Applicants](#) and send it directly to Financial Aid & Scholarship along with supporting documents.

**Estimated Expenses**

Based on the size of your family, the university makes general approximations for expenses in the following categories: tuition and fees; room and board; books and supplies; and the university’s student medical benefit

plan. Please identify below and other significant expenses that you anticipate for yourself, your spouse, or your dependents will have over the course of the academic year. A “significant expense” is one that totals at least US\$ \_\_\_\_\_ over the course of an academic year and may include, but is not limited to: medical or prescription expense not covered by the university’s student health plan, additional insurance, alimony, child support, or loan repayment obligation. **Failure to provide complete and accurate information may adversely affect your eligibility for financial aid and/or your enrollment status with the university.**

For the purposes of expense estimates in this IWORK Student Aid Application, you may **not** rely on the possibility of qualifying for United State federal or state medical plans for coverage of conditions excluded from coverage under the BYU–Hawaii Student Medical Benefit plan. Please review the details of the university’s plan, including its exclusions, at <https://healthcenter.byuh.edu/smb>. Initial: \_\_\_\_\_

| Type of Expense | Amount in \$US (over the course of academic year) |
|-----------------|---|
|                 |   |
|                 |   |
|                 |   |
|                 |   |
|                 |   |
|                 |   |
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Comment/additional information or explanations of your answers:

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**\*\* IMPORTANT NOTE \*\***

Your IWORK Application IS NOT COMPLETE until you submit the documents requested, which may include personal or parent’s pay slips, letter(s) from employer(s), or bank statements. Please DO NOT open a new bank account if you do not already have one. Rather, explain your circumstances in the comment section provided above.

**“From this school will go men and women whose influence will be felt for good towards the establishment of peace internationally.” – David O. McKay**

**The vision of Brigham Young University-Hawaii is to educate our students to become successful learners, leaders, and builders who will influence the establishment of peace internationally. We encourage all students to return to their home regions to help and strengthen families, communities, and the Church.**

## Promise to Return

Please read the below statements and make a commitment with yourself, your parents, church leaders and the university that you will return home following your experience at BYU–Hawaii by signing your name.

**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 any of the information provided in this application with your ecclesiastical leader.

Ecclesiastical Leader's Name: \_\_\_\_\_ Unit Name: \_\_\_\_\_

Ecclesiastical Leader Contact Information Phone number: \_\_\_\_\_

Email Address: \_\_\_\_\_

I confirm that all information provided in this application is true and complete.

Applicant's Signature: \_\_\_\_\_

# 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 qualify to provide leadership roles internationally in 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 12 semesters in residence (approximately 4 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 internationally in 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, here are the following requirements for all participants. Please read each item below, then type your initials on the line indicating that you have read, understand, and agree to abide by each requirement.**

## **STUDY**

Students on the IWORK program are expected to achieve at least a 2.0 GPA every semester. If a student falls below 2.0 during the time of their education for any two semesters, the student will no longer be eligible to remain on the IWORK program. They are expected to be enrolled in at least 12 credits in fall and winter, and 8 credits in spring. Summer is not an official term as it is only meant for internship enrollment, therefore no merit or departmental scholarships are available.

There are many resources at BYU–Hawaii that students may utilize in order to help them develop good study habits and to be successful as a student. 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 maintain good grades and receive assistance when necessary.

Initial: \_\_\_\_\_

## **WORK**

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) and 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 the equipment. Light to moderate lifting is required. The 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. More information is provided on the [Employment at the Polynesian Cultural Center](#) page.

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](#).

Initial: \_\_\_\_\_

## **FINANCIAL COMMITMENTS**

An “Estimated Family Contribution” (EFC) 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.

Initial: \_\_\_\_\_

## **UNIVERSITY HONOR CODE**

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 they will qualify for a continuing Bishop's [Endorsement](#).

Initial: \_\_\_\_\_

## HOUSING

Students are required to live in university housing and abide by the housing rules. Housing contracts are determined by Residential Life. Please see BYU–Hawaii's [Residential Life page](#) for more information on housing.

Initial: \_\_\_\_\_

## LOAN FORGIVENESS

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 BYU–Hawaii Financial Services verifying that they are indeed living in their home country. Any of the following documents will be acceptable:

- [IWORK Loan and Forgiveness Verification Form](#)
- Bishop's Endorsement/Letter
- Local tax form indicating residency in the country for the past year

If an IWORK student decides not to return to his/her home country/region 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 basis loan terms:

- Interest accrues on loan balances at the rate 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.

Initial: \_\_\_\_\_

## TRAVEL

All travel must first be approved by an IWORK counselor BEFORE tickets are purchased. Travel information and reasons for travel should be explained using the IWORK Request for Travel Form. A flight itinerary must be submitted to confirm the dates of travel after approval has been received. Students are responsible for their own travel costs. (NO Buddy passes allowed) In order for students to travel they will need to meet 6 criteria:

1. Must complete 2 consecutive semesters BEFORE they can request to travel
2. Must get approval signature from their employment supervisor/manager and HR
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
6. Must meet with SMB representative to get clearance from any outstanding medical co-pays and/or have a payment plan in place.

Travel requests should not be longer than two weeks. Traveling for more than two weeks is highly discouraged for several reasons. Please refer to the [IWORK Travel Terms & Conditions](#) page for more detailed information.

Initial: \_\_\_\_\_

## VEHICLES

IWORK student should not plan to 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 own a vehicle. 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 with a current safety check,
3. Ensure the vehicle is registered on campus with Campus Safety & Security.

Initial: \_\_\_\_\_

## CHANGE OF STATUS

IWORK students will fill out a [Change in Income or Circumstance \(CIC\)](#) Form on a need 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 Financial Aid & Scholarship to discuss how the change affects their EFC or eligibility in the program.

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

Initial: \_\_\_\_\_

## OBLIGATIONS AND SANCTIONS

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's file



- Second Offense: Doubling of the required Family Contribution (FC)
- Third Offense: Removal from the IWORK program

Once removed from the IWORK program eligibility, the student

- Must apply for a change of status to a "self-funded" category,
- Will no longer be eligible to re-apply for IWORK.

Initial: \_\_\_\_\_

#### Statement

**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 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): \_\_\_\_\_

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Student Signature: \_\_\_\_\_

Please turn COMPLETED forms into Financial Aid & Scholarship located in the Lorenzo Snow Building on the PCC side or mail or email to:  
BYUH #1980, 55-220 Kulanui Street, La'ie, Hawaii 96762-1297 email to: [iwork@byuh.edu](mailto:iwork@byuh.edu). Phone: (808) 675-3720