



OKLAHOMA CITY COMMUNITY COLLEGE UPWARD BOUND PROGRAM INFORMATION SHEET

WHAT IS UPWARD BOUND? Upward Bound is an education student assistance program funded through the U.S. Department of Education. The purpose of Upward Bound is to help students acquire the skills and motivation necessary to succeed in high school and in education beyond high school. The three major objectives of the program are:

- ◆ **Improve Academic Preparation**
- ◆ **Improve Self-Concepts**
- ◆ **Increase Post-Secondary Enrollment**

WHO WILL BE SERVED? Students must be enrolled in **grades 9th - 11th** at:

Capitol Hill High School
Douglass High School
U.S. Grant High School

Moore High School
Southeast High School
Westmoore High School
Emerson Alternative Education Center

Students must be between the ages of 13 - 19

WHO CAN QUALIFY? Students must:

- ✓ **meet income criteria and/or,**
- ✓ **first generation post-secondary student.**

Additional guidelines to look for are students who may have:

- ✓ **average to high-standardized test scores yet have low grades,**
- ✓ **frequent absenteeism,**
- ✓ **particularly high drop-out rates in the target area.**

HOW IS THE PROGRAM DESIGNED? The program is designed to offer:

- ◆ Monthly academic, career and personal counseling.
- ◆ Tutoring will be available to students needing academic improvement. A minimum of two (2) hours per week must be devoted to tutoring sessions.
- ◆ Mandatory meetings two (2) Saturdays a month to provide students with study skills training, special programs with guest speakers and field trips to cultural events and other college campuses.
- ◆ A mandatory six week summer component called mini-college where students will take courses, get to walk through college enrollment procedures and be counseled in completing college financial aid applications.

WHAT ELSE SHOULD I KNOW? Participants will be eligible to receive a small stipend for participating in program activities. **Each student may receive up to \$250.00 per year if they attend at least 90% percent of but not limited to the following:**

- ✓ **Weekly Tutorial Sessions**
- ✓ **Monthly Counseling Appointments**
- ✓ **Monthly Saturday Activities**

Summer school participants may receive up to \$60.00 per month with similar guidelines for the six week period. Students are required to attend all Upward Bound activities including the six-week summer session. ***Excessive absences will result in dismissal from the program.***



UPWARD BOUND STUDENT APPLICATION

PART A: STUDENT INFORMATION

Last Name		First Name		Middle Initial	
Address	Street/Box#	City	State	Zip	
Home Phone Number (Student)			Student's Social Security Number		
(MM/DY/YR)	M F	YES NO	African-American Native-American Caucasian	Asian Hispanic Other	
Date Of Birth	Sex	U.S. Citizen	Indicate Your Nationality/Ethnicity		
9 10 11 12					
Current Grade		High School Attending		G.P.A	
Email Address			Cell Phone Number (Student)		

PART B: PARENT(S) OR GUARDIAN(S) INFORMATION

Last Name		First Name		Relationship	
Address	Street/Box#	City	State	Zip	
Home Phone Number			Work Phone Number		

PART C: ACADEMIC INFORMATION

In what subject(s) do you feel you may need tutoring?			
Do you have transportation to Oklahoma City Community College?		Yes	No
Have you considered college?		Yes	No Maybe
If not, what are your plans after high school?			
If yes, which school(s) are you considering?			
What is your career goal(s)?			
How do you think the Upward Bound Program can benefit you?			
Do you have any disabilities? If, so please explain.			

Note: Application must be completely filled out with all requested information before you will be considered for participation.

PARTICIPANT AGREEMENT

If selected as a member of Upward Bound at Oklahoma City Community College, I agree to participate in the entire program and conduct myself in a way to bring credit to my family, my community, my school, the Upward Bound Program, and myself. I will not use alcohol or other drugs, and will abide by the rules and regulations set forth in the Upward Bound Policy for the entire length of time that I am a member of Upward Bound. I agree to attend each planned meeting during the academic year, the summer program and Saturday field trips. I understand such behavior as disinterest, unsatisfactory attendance, and disruptiveness will not be tolerated and I could be dismissed from the program if I display such behavior.

Student's Signature

PART D: (To Be Completed By The Parent)

FIELD TRIP PERMISSION

The Oklahoma City Community College Upward Bound Program has scheduled trips of interest to the students during the school and summer program. This is to certify my child has my permission to participate in these **UPWARD BOUND** sponsored and chaperoned outings. In addition, I hereby release Oklahoma City Community College and the Upward Bound Program from any and all claims against the school authorities during the field trips, either at destination or in traveling to and from the destination. I also release any teacher, counselor, administrator or chauffeur from any claim or liabilities:

SIGNATURE: Father/Guardian

Date

SIGNATURE: Mother/Guardian

Date

MEDICAL INFORMATION

Important for the protection of your son or daughter in the event upward bound staff cannot reach you in an emergency.

Name of Family Doctor /Clinic or Hospital		Phone	
Address	City	State	Zip
Does your son/daughter have any health problems or allergies to medication? If so, what:			
Name any medication he/she is currently using:			
State reason for medication:			

EMERGENCY RELEASE & CONTACTS

I hereby authorize the **UPWARD BOUND PROGRAM** to obtain **EMERGENCY** medical attention in the event that an emergency should arise for _____ . **The Upward Bound Program is not liable for any accidents or injuries that should occur.**
(Print Name of Child)

SIGNATURE: Parent(s)/Guardian

Home Phone: _____
Father Mother

Work Phone: _____
Father Mother

NOTE: In the event of an EMERGENCY, the staff will attempt IMMEDIATELY to contact either parent or guardian. In the event it is necessary, please indicate two family/friends that we can contact:

Relative /Friend

Telephone

Relative/Friend

Telephone



PART E: INCOME VERIFICATION (To Be Completed By The Parent)

Dear Parent/Guardian:

Your child is applying to participate in the Oklahoma City Community College **Upward Bound Program**. Upward Bound is an education student assistance program funded through the U.S. Department of Education. The purpose of the program is to improve participants' academic preparation, self-concepts and increase participants' post-secondary enrollment. To qualify for the program students participating must meet income criteria and/or be a first generation post-secondary student (parents did not complete college). Therefore, we are requesting that you **submit a copy of one (1) of the following items to assist us in determining if your child meets the guidelines for income.**

I am submitting a copy of:

- a. **2005 or 2006 IRS 1040 tax form**

OR

- b. **Confirmation Letter of AFDC Enrollment, Food Stamp Recipient, or Social Security Recipient**

Number in family living at home: (Include applicant child) Adults: ____ Children: ____ Total: ____

What is the highest grade you have completed? (Answer on line below)

Guardian/Mother: _____
Have you received a four-year college degree? Yes No

Father: _____
Have you received a four-year college degree? Yes No

One of the major goals of the Upward Bound program is to encourage parental support and participation in their child's development.

Are you willing to be involved in the Upward Bound parental activities? Yes No

PLEASE BE ADVISED THAT THE APPLICANT CANNOT BE CONSIDERED FOR PARTICIPATION UNTIL INCOME VERIFICATION HAS BEEN SUBMITTED.

UPWARD BOUND APPLICATION CHECKLIST:

COMPLETED:

- Sections A, C – Student
- Sections B, D, E, – Parent/Guardian
- Sections F - High School Instructor Or Counselor

OTHER INFORMATION REQUIRED:

- A Copy Of Student's Most Recent Quarterly Report Card/Grades
- A Copy Of Student's Current High School Transcript Including Test Scores
- Parent/Guardian Income Verification (Section E)

NON U.S. CITIZENS MUST PROVIDE:

- A Copy Of Student's Alien Registration Receipt Card And Social Security Card

PART F: ACADEMIC APTITUDE

(To Be Completed By High School Principal, Counselor, Teacher, Or Other Appropriate School Personnel)

The Oklahoma City Community College **Upward Bound Program** needs your assistance in completing the following information to evaluate this student who is applying to our program.

STUDENT'S NAME: _____ **Date:** _____

INTELLIGENCE TESTS

NAME OF TEST	Date Given	I.Q. Score

ACHIEVEMENT TESTS

NAME OF TEST	Date Given	Total Or Sub Score

OTHER TESTS

NAME OF TEST	Date Given	Total Or Sub Score

CURRENT GPA: _____

COUNSELOR OR TEACHER'S OBSERVATION: Keeping in mind of the upward bound goal, generating skills and motivation essential to success in post-secondary education, please respond to the following:

Please assess this student's ability to follow rules and regulations and any significant disciplinary problems.

Would you classify this student as:

At risk? Yes No If Yes, Identify Areas: _____

Gifted and talented? Yes No If Yes, Identify Areas: _____

Learning disabilities? Yes No If Yes, Identify Areas: _____

What subject area(s) would benefit participant if tutoring were provided?

Federal guidelines require that a student have potential for post-secondary education and exhibit a need for program services.

Relate this student's potential for success in post-secondary education:

In what way can Upward Bound address the needs of this student?

_____ **Name And Title** _____ **Date** _____ **Phone Number**

Please attach current transcript including achievement test scores and/or any other current test data that would assist the Upward Bound staff in developing an appropriate individual instruction plan. Thank you for your assistance.

Please return this form to Carmela E. Pyle, Director, Oklahoma City Community College, Upward Bound Program, 7777 South May, Oklahoma City, OK 73159.
Phone: (405) 682-1611, Ext. 7373 or Fax: (405) 682-1161, Ext. 7817.