

# Western Michigan University



## New Student Application

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Federal TRiO Program  
Funded by the U.S. Department of Education





## Document Check list

**Please be advised.** In order to be considered as a candidate for the Upward Bound Program, the following information must be attached to the Application Packet upon submission. Failure to comply will result in denial of the application.

- UB Student Application (p.3-4)
- Signed Waiver Form
- Most Recent Report Card OR Recent Transcript
- Counselor Recommendation Name: \_\_\_\_\_
- Math Teacher Recommendation Name: \_\_\_\_\_
- English Teacher Recommendation Name: \_\_\_\_\_
- Science Teacher Recommendation Name: \_\_\_\_\_
- Tax forms/Income Verification Forms/Government Assistance Forms/Proof of Income
- MEAP/MME/M-STEP Scores
- Student's Personal Essay **\*\*\*It is preferred that you type your essay\*\*\***

The one page or more, personal essay is an important part of the selection process. Please discuss ONE of the following topics:

- 1) What are some events, or who are some people, that have influenced you in your educational and professional aspirations?
- 2) What is your purpose in applying to the Upward Bound Program? What do you believe you will gain from this experience, and what contributions can you make to the program?
- 3) What is your most impressive accomplishment and how it has influenced you?

**\*\*\*Essay guidelines: Times New Roman font, size 12 font, and double-spaced \*\*\***

**Western Michigan University  
Office of Pre-College Programming  
Upward Bound-Kalamazoo Program  
2211 Ellsworth Hall  
Kalamazoo MI 49008-5233  
Phone: (269) 387-3391 Fax: (269)  
387-3390**



WESTERN MICHIGAN UNIVERSITY  
Pre-College Programming

**WESTERN MICHIGAN UNIVERSITY UPWARD BOUND PROGRAM Application**  
2211 Ellsworth Hall Western Michigan University~ Kalamazoo, Michigan 49008-5233  
Web: [www.wmich.edu/precollege/upwardbound/kalamazoo-participants/application](http://www.wmich.edu/precollege/upwardbound/kalamazoo-participants/application)  
Email: [carlos.l.daniels@wmich.edu](mailto:carlos.l.daniels@wmich.edu) Office (269) 387-3391~ Fax (269) 387-3390



**Clearly print or type in responses. The online application allows you to save, print, email and confirm delivery of the application. ALL ITEMS ON THE APPLICATION MUST BE TURNED IN BEFORE ADMISSION (See back).**

### ELIGIBILITY CRITERIA

The WMU Upward Bound Program provides academic, financial, professional, and social support services to high school students to prepare them for college success. Applicants must meet the following requirements:

- Qualify under the U.S. Dept. of Education's guidelines as a member of a low-income household or a household in which neither supporting parent holds a baccalaureate degree.
- Meet U.S. residency requirements (citizen, permanent resident, applied for permanent resident) and be age 13- 19.
- Demonstrate an academic need and the motivation to pursue college.
- Be an incoming 9th, 10th, or 11th grader who attends or will attend one of the target senior high schools at time of entry:
  - Kalamazoo Central High School
  - Loy Norrix High School

### I. STUDENT DEMOGRAPHIC/ACADEMIC INFORMATION

<p><b>Student Name:</b> _____ <i>Last Name First Name M.I.</i></p> <p><b>Mailing Address:</b> _____ <i>Street Address Apt.#</i></p> <p>_____ <i>City State Zip Code</i></p> <p><b>Home Phone:</b> _____ <b>Cell Number:</b> _____</p> <p><b>E-mail address:</b> _____</p> <p><b>Date of Birth:</b> _____ <b>Gender:</b> <input type="checkbox"/> Male <input type="checkbox"/> Female <i>MM DD YYYY</i></p> <p><b>Ethnicity:</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic/Latino</p> <p><b>Race:</b> <input type="checkbox"/> Black or African American <input type="checkbox"/> Asian <i>(Check all that apply)</i> <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> White <input type="checkbox"/> Native Hawaiian or Other Pacific Islander</p> <p><b>Citizen Status:</b> <input type="checkbox"/> US Citizen <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Other _____ <i>Nationality if not US Citizen</i> _____</p>	<p><b>District Student No:</b> _____</p> <p><b>High School:</b> _____ <i>High school you attend or will attend</i></p> <p><b>Grade Level:</b> <input type="checkbox"/> 8<sup>th</sup> <input type="checkbox"/> 9<sup>th</sup> <input type="checkbox"/> 10<sup>th</sup> <input type="checkbox"/> 11<sup>th</sup></p> <p><b>School Counselor:</b> _____</p> <p><b>Do you receive free/reduced lunch?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>Are you taking ESOL classes?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If yes, what is your first language?)</i> _____</p> <p><b>Have you participated in:</b> <input type="checkbox"/> Talent Search <i>(Check all that apply and list dates)</i> <input type="checkbox"/> GEARUP <input type="checkbox"/> UBM/S <input type="checkbox"/> UB <input type="checkbox"/> Other _____</p> <p><b>With whom do you live?</b> <i>(Check all that apply)</i> <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Other _____</p> <p><b>School staff member to evaluate you academically:</b> <b>Name:</b> _____ <b>Email:</b> _____</p>
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### HONORS, AWARDS, LEADERSHIP POSITIONS, VOLUNTEERING, ACTIVITIES (List all activities in which you participate).

**DISCIPLINE** Have you served detention, been suspended, or had other disciplinary issues?  No  Yes *(Specify)*

Does the Student have an I.E.P. (Individualized Education Plan)? No Yes  
If so, please explain.

Does the Student require any accommodations (visual, audio, mobile, other)? No Yes  
If so, please explain.

# WESTERN MICHIGAN UNIVERSITY UPWARD BOUND PROGRAM Application

## II. PARENT/GUARDIAN INFORMATION *(Provide complete information for all parent/guardians who give support to student).*

First Parent/ Guardian Name: _____ Relationship: _____ Mailing Address: <i>Provide only if different from student address.</i> _____ <hr/> Street Address _____ City _____ Zip _____ Cell Phone: _____ E-mail Address: _____ Work Phone: _____ Sources of Income: <i>(Submit signed 1040/1040A tax return and letters documenting benefits or payments.)</i> <input type="checkbox"/> Employment <input type="checkbox"/> Unemployment <input type="checkbox"/> Social Security <input type="checkbox"/> TCA <input type="checkbox"/> TANF <input type="checkbox"/> Food Stamps <input type="checkbox"/> Disabilities <input type="checkbox"/> Child Support <input type="checkbox"/> Veteran's Benefits <input type="checkbox"/> Other <i>(Specify)</i> _____ Did guardian file taxes last year? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If No, fill out the form available at <a href="http://ugs.usf.edu/upbound/finform.pdf">ugs.usf.edu/upbound/finform.pdf</a>.)</i> Taxable Income IRS Tax Form _____ Family Size: _____ 1040: <input type="checkbox"/> or 1040A: <input type="checkbox"/> Does guardian have a baccalaureate (4-yr) degree? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>(Specify)</i> _____ Guardian's highest level of education? _____	Second Parent/ Guardian Name: _____ Relationship: _____ Mailing Address: <i>Provide only if different from student address.</i> _____ <hr/> Street Address _____ City _____ Zip _____ Cell Phone: _____ E-mail Address: _____ Work Phone: _____ Sources of Income: <i>(Submit signed 1040/1040A tax return and letters documenting benefits or payments.)</i> <input type="checkbox"/> Employment <input type="checkbox"/> Unemployment <input type="checkbox"/> Social Security <input type="checkbox"/> TCA <input type="checkbox"/> TANF <input type="checkbox"/> Food Stamps <input type="checkbox"/> Disabilities <input type="checkbox"/> Child Support <input type="checkbox"/> Veteran's Benefits <input type="checkbox"/> Other <i>(Specify)</i> _____ Did guardian file taxes last year? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If No, fill out the form available at <a href="http://ugs.usf.edu/upbound/finform.pdf">ugs.usf.edu/upbound/finform.pdf</a>.)</i> Taxable Income IRS Tax Form _____ Family Size: _____ 1040: <input type="checkbox"/> or 1040A: <input type="checkbox"/> Does guardian have a baccalaureate (4-yr) degree? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>(Specify)</i> _____ Guardian's highest level of education? _____
<p><b>CERTIFICATION:</b> We, parent and student, have completed this form truthfully and completely. We have provided accurate income and educational levels for all parents/guardians. If we provide false information, we will be forced to leave UBP. We allow the school permission to release academic information (transcripts, worksheets, FCAT reports, attendance, behavior, and report cards) to assess student progress. We will submit this information and a SSN/Resident Alien No. and a signed copy of the 1040? Income tax form. before being accepted into program.</p> <p>If selected, we will attend a parent/student interview in which the student will complete a timed personal statement. If admitted into <b>UBK</b>, we will follow all requirements, including attending Saturday/after school tutorials during the academic year and commuting to a six-week summer program on WMU campus.</p> <p><b>Student Signature:</b> _____ <b>Date:</b> _____</p> <p><b>Parent/Guardian Signature:</b> _____ <b>Date:</b> _____</p>	

### APPLICATION CHECKLIST

**The following documents must be provided to the Upward Bound Program office prior to processing:**

1. Completed UBP application signed by both the applicant and parent/guardian - original signatures required (no copy/fax).
2. Evaluation Form submitted by School counselor/ Math teacher/ English teacher/Science Teacher.
3. **SIGNED 1040/1040A Prior Year Income Tax Return** (Pgs. 1 & 2) or government income statement, i.e., Social Security benefits, TANF, food stamps, Veterans Benefits, etc., or signed financial certification (**NOT** acceptable: W2 or pay stubs).

**Send to:** *WMU Upward Bound Kalamazoo~2211 Ellsworth Hall Western Michigan University~ Kalamazoo, Michigan 49008-5233 Email: [carlos.i.daniels@wmich.edu](mailto:carlos.i.daniels@wmich.edu)~ Fax (269) 387-3390*



Student Name: \_\_\_\_\_

(First)

(Middle Initial)

(Last)

### Program Waivers and Commitment

#### Transcript and Other Academic Records Waiver

I hereby **authorize** my child's school(s) to provide WMU's Kalamazoo Upward Bound Program, and Western Michigan University, **access to copies of my child's academic records** for the duration of the program and through completion of his/her post-secondary education. I understand that these records will be kept confidential and will be used to follow my child's educational progress or to determine when scholastic services are needed on his/her behalf.

#### Automated Voice Call Waiver

I hereby **authorize** WMU's Kalamazoo Upward Bound Program, and Western Michigan University **to make automated calls or texts to my cell phone for program communication.**

#### Program Commitment (Parent/Guardian)

I understand that by signing this document, I am authorizing the above-mentioned child to participate in **authorize** WMU's Kalamazoo Upward Bound Program (UB), if selected. **I understand my son/daughter is making a four-year commitment to participate in all UB Program activities. My son/daughter will also complete the appropriate high school classes in preparation for enrollment to a four-year college or university.** Before my child is accepted, I agree to submit my current year's income form (attached). I understand that my child **will not be considered** for acceptance into the Upward Bound Program if I **fail to submit all required documents and signatures (see above).**

I certify that all the information on this application is complete and accurate to the best of my knowledge.

#### Program Commitment (Student)

I understand that I am making a commitment to fully participate in all Upward Bound Program activities, complete program requirements, and to pursue the appropriate high school preparatory classes necessary for a four-year college or university.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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



WESTERN MICHIGAN UNIVERSITY

## GUIDANCE COUNSELOR EVALUATION

### Pre-College Programming

Student's Name: \_\_\_\_\_ School \_\_\_\_\_

The following ratings are a means for our program to better evaluate the student during the selection process. Please provide responses that best describe the student.

SCALE: 4 = Excellent 3 = Good 2 = Satisfactory 1 = Unsatisfactory 0 = Unable to provide response

1. How familiar are you with the student on a personal level?     Almost No Contact     Moderate Contact     Regular Contact
2. Does the student have an Individual Educational Plan?     Yes     No
2. Ability to understand and apply basic concepts for his/her grade
3. Student's achievement in his/her classes (Is the student living up to his/her full potential in school?)
4. Student's level of interest in school
5. Student's behavior in school
6. Student's level of maturity
7. Student's level of initiative in seeking assistance when needed
8. Student's level of participation in extracurricular activities
9. Student's attendance and punctuality
10. Student's parental involvement in school
11. Student's level of interest in attending college
12. Student's potential for success in post-secondary education
13. Anticipated commitment of student to Upward Bound for entire high school career
14. Anticipated commitment of parent to support student in Upward Bound for entire high school career
15. Your anticipated level of support of student in Upward Bound for entire high school career

In what way do you feel that the services provided by the Classic Upward Program may be of assistance to this student?

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Educator's Signature                      Printed Name                      Date

**Once completed, please return to Western Michigan University Upward Bound Program**

*The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g, are respectively federal and state laws providing for the review and disclosure of student educational records. The University and Outreach Programs-TRIO and GEAR UP will not permit access to or the release of personally identifiable information contained in student educational records to any party without the written consent of the student, except as authorized by FERPA*



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## MATH TEACHER EVALUATION

Student's Name: \_\_\_\_\_ School \_\_\_\_\_

The following ratings are a means for our program to better evaluate the student during the selection process. Please provide responses that best describe the student.

SCALE: 4 = Excellent 3 = Good 2 = Satisfactory 1 = Unsatisfactory 0 = Unable to provide response

**1. ABILITY:**

Is able to understand and apply basic concepts of your class/subject

**2. ACHIEVEMENT:**

Is living up to his/her full potential in your class/subject

**3. IN CLASS PRODUCTIVITY:**

Stays on task, fully participates, and completes assignments

**4. OUT OF CLASS PRODUCTIVITY**

Completes assignments and the required amount of studying to perform well in your class

**5. MOTIVATION**

Level of motivation in your class

**6. SUPERVISION**

Is able to work on his/her own

**7. BEHAVIOR**

Follows rules, accepts consequences and responds to correction

**8. MATURITY**

Level of maturity in your class

**9. ATTENDANCE / PUNCTUALITY**

Attendance and punctuality for your class

**10. POTENTIAL**

Has the potential for pursuing a college degree?

In what way do you feel that the services provided by the Classic Upward Program may be of assistance to this student?

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_

Educator's Signature

Printed Name

Date

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## ENGLISH TEACHER EVALUATION

Student's Name: \_\_\_\_\_ School \_\_\_\_\_

The following ratings are a means for our program to better evaluate the student during the selection process. Please provide responses that best describe the student.

SCALE: 4 = Excellent 3 = Good 2 = Satisfactory 1 = Unsatisfactory 0 = Unable to provide response

**1. ABILITY:**

Is able to understand and apply basic concepts of your class/subject

**2. ACHIEVEMENT:**

Is living up to his/her full potential in your class/subject

**3. IN CLASS PRODUCTIVITY:**

Stays on task, fully participates, and completes assignments

**4. OUT OF CLASS PRODUCTIVITY**

Completes assignments and the required amount of studying to perform well in your class

**5. MOTIVATION**

Level of motivation in your class

**6. SUPERVISION**

Is able to work on his/her own

**7. BEHAVIOR**

Follows rules, accepts consequences and responds to correction

**8. MATURITY**

Level of maturity in your class

**9. ATTENDANCE / PUNCTUALITY**

Attendance and punctuality for your class

**10. POTENTIAL**

Has the potential for pursuing a college degree?

In what way do you feel that the services provided by the Classic Upward Program may be of assistance to this student?

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Educator's Signature

Printed Name

Date

**Once completed, please return to Western Michigan University Upward Bound Program**

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## SCIENCE TEACHER EVALUATION

Student's Name: \_\_\_\_\_ School \_\_\_\_\_

The following ratings are a means for our program to better evaluate the student during the selection process. Please provide responses that best describe the student.

SCALE: 4 = Excellent 3 = Good 2 = Satisfactory 1 = Unsatisfactory 0 = Unable to provide response

**1. ABILITY:**

Is able to understand and apply basic concepts of your class/subject

**2. ACHIEVEMENT:**

Is living up to his/her full potential in your class/subject

**3. IN CLASS PRODUCTIVITY:**

Stays on task, fully participates, and completes assignments

**4. OUT OF CLASS PRODUCTIVITY**

Completes assignments and the required amount of studying to perform well in your class

**5. MOTIVATION**

Level of motivation in your class

**6. SUPERVISION**

Is able to work on his/her own

**7. BEHAVIOR**

Follows rules, accepts consequences and responds to correction

**8. MATURITY**

Level of maturity in your class

**9. ATTENDANCE / PUNCTUALITY**

Attendance and punctuality for your class

**10. POTENTIAL**

Has the potential for pursuing a college degree?

In what way do you feel that the services provided by the Classic Upward Program may be of assistance to this student?

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_

Educator's Signature

Printed Name

Date

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