

Lake-Sumter State College Upward Bound Program is a federally funded program (US Department of Education) for qualifying students in selected high schools who have the determination to attend the college of their choice. Our goal is to assure that our participants graduate from high school, apply and enter the college of their choice, secure financial aid/scholarships to pay for their college education, and graduate with a postsecondary educational degree. The program is based at Lake-Sumter State College, but a representative from the program will be at your child's school on a regular basis throughout the year to talk with students about their educational goals and to help them identify and achieve their full potential for excellence. The program is 100% grant funded and all services are FREE to participants. Our program provides the following services to high schools:

- ❖ Academic Advisement
- ❖ Career Exploration for College
- ❖ College Admissions Assistance
- ❖ College Tours and Cultural Events
- ❖ Study Skills/Decision Making
- ❖ Homework Assistance for High School Students
- ❖ Financial Aid Workshops
- ❖ FSA/EOC/SAT/ACT Test Prep
- ❖ Financial Literacy
- ❖ Scholarship Information

In order to participate, students must submit an application, and be deemed financially eligible by the guidelines set forth by the U. S. Department of Education. Students will be selected for the program based on their need for these services and on their qualifications. A portion of the participants must demonstrate economic need and be the first generation of their family. We are particularly interested in serving *low income and *first generation college students, but *others may apply.

- *Financial Aid Eligible: Refers to an individual whose family's taxable income for the preceding year did not exceed 150% of poverty level amount.
- *First-generation: Means neither biological nor adoptive parents have earned a four-year college degree.
- *Others: Students whose parent have a four-year college degree or exceed the financial guidelines above, however demonstrate an academic need.

Any financial information you provide will be for statistical use of the LSSC Upward Bound Program and will be held strictly confidential. School offices will not be provided with these records. Thank you for taking the time to allow your child to have access to this beneficial program. Please help your child complete this application and return it with your child to their school counselor or mail it to the address below. For more information, please contact our program director, Nicole Duslak, at 352-323-3691 or via e-mail at DuslakN@lssc.edu.

ALL LSSC UPWARD BOUND ACTIVITIES ARE FREE TO EACH PARTICIPANT

APPLICATION CHECKLIST: Please be sure this application is completed & signed by the student/applicant and parent/guardian.

- School Transcript** - including current grades, grade-point average (GPA), and FSA scores (math, reading, and writing for 8th grade or 10th grade EOC in biology and algebra 1). You can obtain this from your guidance office.
- Copy of student's social security card and/or copy of permanent resident card.** (if applicable)
- Family Income Verification** – parents/guardians will need to complete the section that applies to them and make sure to sign/date. If applicable provide proof of most recent income tax form or other appropriate documentation. Please note all documentations will need to be signed for verification purposes.
- Most Recent Income Tax Return**
- Birth Certificate**

Please PRINT and complete in INK.9501 U.S. Highway 441
Leesburg, Florida 34788
Phone: (352) 323-3692
<http://lssc.edu/community/YouthOutreach>**STUDENT INFORMATION**

SCHOOL CURRENTLY ENROLLED: (please check one)

- | | |
|---|---|
| <input type="checkbox"/> Eustis High School | <input type="checkbox"/> Mount Dora High School |
| <input type="checkbox"/> Umatilla High School | <input type="checkbox"/> Leesburg High School |

CURRENT GRADE: 9th 10th 11th NAME OF SCHOOL COUNSELOR: _____Are you enrolled in Advanced Placement and/or Honors Courses? Yes No 8th Grade Final GPA: _____Please list below all extracurricular activities in which you are currently involved:

_____NAME: _____ TODAY'S DATE: _____
Last Name, First Name M.I. Month / Day / YearADDRESS: _____
Street City State Zip Code

PHONE: (_____) _____ SOCIAL SECURITY #: _____ - _____ - _____

DATE OF BIRTH: ____/____/____ AGE: _____ PLACE OF BIRTH: _____ GENDER: M F
Month / Day / Year (City, State)Are you a U. S. Citizen? Yes No**Note:** You must attach a copy of your birth certificate & your social security card to this application.

If you are NOT a U.S. citizen, you must provide your Resident Alien (RA) Number: _____ and attach a copy of your RA card to the application.

RACIAL/ETHNIC ORIGIN: (please check one)

- | | | |
|---|--|---|
| <input type="checkbox"/> American Indian/Alaskan Native | <input type="checkbox"/> Black or African American | <input type="checkbox"/> Hispanic or Latino |
| <input type="checkbox"/> Caucasian | <input type="checkbox"/> Asian | <input type="checkbox"/> Other (more than one race) |

***** TO BE COMPLETED BY PARENT(S) OR GUARDIAN(S) *******FAMILY INCOME INFORMATION:**Free Lunch Participant: Yes No Total number of family members in the household: _____Total Household Income: Annual Salary \$ _____ Monthly Earnings \$ _____
Source of Income: Work Social Security Temporary Aid (TANF) Other _____Parents & Legal Guardians: Please attach a copy of your most recent filed tax return (FORM 1040/1040A). Your tax information will remain confidential. This Upward Bound application will not be processed without these tax documents. If a tax return was not filed, a notarized statement that your family had no taxable income must be submitted. Please attach a statement or proof of untaxed income (Temporary Aid, Social Security, etc.) to this application form.

• **Name of birth mother or female guardian:** _____
(last) (first)

Primary Phone: (_____) _____ Email: _____

Mother/guardian's (*listed above*) relationship to applicant (*check one*): Biological (birth) parent Legal (adoptive) parent
 Foster parent Family-friend If family-relative (specify) _____

Does the applicant regularly live with the mother/guardian listed above? Yes No

How long has the applicant's mother/guardian lived in Lake county? _____

Does the mother/guardian listed above regularly support, spend time and communicate with the applicant? Yes No

Did the mother/guardian listed above complete high school, a GED or Adult High School Diploma? Yes No

Did the mother/guardian listed above go to college? Yes No

If any, specify the college degree(s) completed by the mother/guardian listed above: None Associate Bachelor
 Master Doctorate

Name of current employer/business: _____ Occupation: _____

If currently unemployed, name of last employer/business and occupation: _____

• **Name of birth father or male guardian:** _____
(last) (first)

Primary Phone: (_____) _____ Email: _____

Father/guardian's (*listed above*) relationship to applicant (*check one*): Biological (birth) parent Legal (adoptive) parent
 Foster parent Family-friend If family-relative (specify) _____

Does the applicant regularly live with the father/guardian listed above? Yes No

How long has the applicant's father/guardian lived in Lake county? _____

Does the father/guardian listed above regularly support, spend time and communicate with the applicant? Yes No

Did the father/guardian listed above complete high school or GED or Adult High School Diploma? Yes No

Did the father/guardian listed above go to college? Yes No

If any, specify the college degree(s) completed by the father/guardian listed above: None Associate Bachelor
 Master Doctorate

Name of current employer/business: _____ Occupation: _____

If currently unemployed, name of last employer/business and occupation: _____

PARENT/GUARDIAN CERTIFICATION & AGREEMENT

I certify that the facts set forth in this Application for Participation are true and complete to the best of my knowledge. I understand that if my son/daughter is accepted to participate in LSSC's Upward Bound Program, false statements may result in my child's termination from said program.

_____/_____
Signature of Parent or Legal Guardian Date



*** A COPY OF THIS PAGE WILL BE PROVIDED TO STUDENTS ACCEPTED INTO THE PROGRAM ***



COLLECTION OF THE STUDENT’S SOCIAL SECURITY NUMBER

The *Upward Bound (UB) Program at Lake-Sumter State College (LSSC)* is funded by a grant from the U.S. Department of Education (DOE). *UB* has to determine the eligibility of all participants. As stated in the code of Federal Regulations, Section 645.3, *UB* is required to exclusively serve eligible participants that are citizens or nationals of the US; or, are permanent residents of the US. Therefore, in order to verify the participant’s eligibility, *UB* is required to obtain social security numbers, which in turn are submitted to the DOE upon request.

STUDENT CODE OF DISCIPLINE

The Upward Bound Program of LSSC is dedicated to bringing quality educational activities and is hereby implementing this Student Code of Discipline to ensure that the participants, staff members, and invited guests engage in positive experiences throughout their involvement with the project.

Students that are found guilty of committing any of the following infractions **during an Upward Bound activity and/or during their participation in UB** may be **PERMANENTLY EXPELLED** from the program. Official notification will be forwarded to the student’s parent/guardian, and school guidance counselor:

Infractions include, but are not limited to the following:

- Intentional damage of public or private property
- Theft (law enforcement authorities will also be notified)
- Possession of an illegal weapon or substance (law enforcement authorities will also be notified)
- Directing profanity at Upward Bound, LSSC staff, or invited guests
- Threatening or deliberately causing physical harm to Upward Bound, LSSC staff, Upward Bound students or invited guests (proper authorities will be notified)
- Accusations of sexual misconduct will be reported to the proper authorities and students found guilty will be permanently expelled from the program

Grounds for **EXPULSION**:

- Disobeying/Ignoring instructions from Upward Bound staff, LSSC staff, or invited guests
- Excessive referrals from school personnel and UB staff/instructors
- Inappropriate physical or verbal exchange between Upward Bound participants
- Disruptive behavior during Upward Bound meetings, workshops and excursions
- Inappropriate or unauthorized use of technical equipment
- Directing profanity at other Upward Bound participant(s)

An Upward Bound representative will notify the parent/guardian of a participant found in violation of the Student Code of Discipline within 24 hours of the infraction. All participants are entitled to an appeal process, which must be written and forwarded to the Director of Outreach Programs at LSSC.

The student and Parent/guardian’s signature is required below. These signatures verify that all parties have reviewed and understand the purpose for the project’s collection of the student’s social security number; and, are also in agreement with the terms of the *UB* project’s Code of Discipline.

PRINT Applicant Name

Applicant Signature

Today’s Date

PRINT Parent/Guardian Name

Parent/Guardian Signature

Today’s Date

PART III: PARENT AND STUDENT RELEASE CONSENT

Tracking:

I hereby give permission for the LSSC Upward Bound Program to retrieve, store and report education verification information and student outcomes research about me that is gained from the National Clearinghouse and other services.

Research:

I hereby give permission for LSSC Upward Bound Program to collect and report pertinent information related to ongoing research questions in the TRiO Center. No identifiable data will be made public, but aggregate data may be published or presented including: academic measures (GPA & Test Scores), involvement at Lake-Sumter State College and in TRiO, and other educational or personal data that is relevant to the research.

Medical Release:

If medical services are needed by my son/daughter while participating in the LSSC Upward Bound Program activities or on field trips, I give my permission for my son/daughter to receive any medical services deemed necessary.

Records Release:

I authorize the Upward Bound Program at LSSC to access and/or request copies of academic transcripts, grade reports, report cards, standardized test scores, contact information, and any other academic information from the high schools and colleges I attend through my college graduation. I understand that the U.S. Department of Education funds the LSSC Upward Bound Program and will use these records to provide academic advisement and other services. I also understand that these records will be handled in a confidential manner and that they will be made available only to program staff and representatives from Federal and State Departments of Education. I/We also give permission to the Upward Bound Program to request the information identified above from each high school and college that our son or daughter attends. Note: A photocopy of this record release form should be accepted as an original and the date of the application has bearing when Lake-Sumter State College Upward Bound Program requests the information.

Activity and Field Trip Authorization/Release:

As the parent/guardian of the applicant I do willingly execute this release in consideration of the educational benefit to be derived by my child in participating in the LSSC Upward Bound Program. I hereby release from liability and hold LSSC harmless from any and all claims and causes of action which might be brought by my child for loss of property, personal injury or death sustained by my child arising out of travel or activity conducted by or under the control of the College. I understand that the term "College" as used here in shall include the employees, administrators, agents, and Board of Trustees.

Photo Release:

I, being the parent or guardian hereby consent that the photograph/video my son/daughter and/or to use their likeness in photograph(s)/video(s) in any and all of its publications, and in any and all other media, whether now known or hereafter existing controlled by the LSSC Upward Bound Program, in perpetuity, and for other uses by the College or Program. I will make NO monetary or other claim against LSSC Upward Bound Program for the use of the photograph(s)/video(s).

By my signature below, I hereby agree to and fully understand all the above issues/conditions and do accept full responsibility as outline above.

Student/Applicant Print Name: _____

Student/Applicant Signature: _____ Date: _____

Parent/Guardian Print Name: _____

Parent/Guardian Signature: _____ Date: _____