GRAND RAPIDS COMMUNITY COLLEGE

GRCC
UPWARD BOUND
TRiO Program Application

GRCC works
grcc.edu/upwardbound
The Grand Rapids Community College Upward Bound Program provides eligible students with academic support, direction, positive development and the motivation needed for post-secondary success.

9TH GRADE
- Enroll in Upward Bound careers/study skills course
- Get a personal needs assessment
- Explore career options and college majors
- Take the ACT-Explore test

10TH GRADE
- Take the ACT-PLAN Test
- Visit colleges and required program activities

11TH GRADE
- Enroll in Upward Bound ACT prep course
- Take PSAT, MME, ACT tests
- Participate in college tours, campus visits and explore career opportunities
- Participate in pre-college workshops for Juniors

12TH GRADE
- Enroll in Upward Bound Senior course
- Retake the ACT and MME tests (if needed)
- Report all scholarships, awards and college acceptances
- Attend college survival skills workshops for Seniors
- Graduate from high school and complete the Upward Bound Exit Package
- Enroll in the college or university of your choice
- Complete the FAFSA

SUMMER PROGRAM: (10TH-12TH GRADE)
- Participate in a summer work-study program
- Attend the 6-week residential summer component
- Attend daily college preparatory classes and tutoring
- Residential college dorms experience
- Access GRCC facilities and labs
- Receive supplemental instruction in college prep curriculum
- Enjoy weekly academic and social enrichment activities

BRIDGE PROGRAM:
- Upward Bound graduates enroll in 6-8 credit hours at GRCC during the summer at no charge
- Receive academic assistance and guidance for transition into college

SERVICES PROVIDED TO ALL UPWARD BOUND SCHOLARS:
- Monitor year-round academic encouragement, recognition and support
- Enrollment in college preparatory curriculum
- Complete your individualized development plan
- Participation in academic and motivational activities
- Service learning experiences
- Receive individualized counseling, pre-college advising and information
- College visits and pre-college workshops
- Motivational experiences, trips and speakers
- Family involvement programs and activities
- College admission, financial aid and college selection information
- Exposure to diverse academic and social experiences
- Participate in a 6-week residential summer program
- Earning of monthly stipend checks

APPLICATION REMINDER CHECKLIST:
- Complete application by:
- Make sure application and all materials are complete
- Have parent(s)/guardian(s) attach copy of income verification
- Make sure parents/guardians sign application
- Detach program description from application
- Write essay/ Complete questionnaire
- Complete recommendation form
- Provide your transcripts/test scores
- Know your most recent grade point average
- Return application by due date to teacher/counselor
- Wait 4-6 weeks for new participants to be selected for next fall semester.
- Student will be contacted by mail regarding their status with the Upward Bound Program as either accepted, denied or placed on the active waiting list.

Mission
It is the mission of Grand Rapids Community College to provide the community with learning opportunities that enable people to achieve their goals.

Vision
Grand Rapids Community College is a vibrant institution of higher education dedicated to enriching people’s lives and contributing to the vitality of the community.

Values
Responsiveness
Accountability
Innovation
Diversity
Excellence
Respectfulness
Service

Equal Opportunity and Non-Discrimination Statement
Grand Rapids Community College is an equal opportunity institution and does not discriminate on the basis of gender, race, color, national origin, religion, height, weight, age, marital status, disability, sexual orientation, status as a disabled veteran or Vietnam Era veteran, and/or any other legally protected class not heretofore mentioned, in any of its educational programs and activities, including admissions and employment.

The above measures, in conjunction with other related state laws and the College’s policies and procedures, will assure all individuals opportunity for consideration or redress of complaints of illegal discrimination. Equal Employment Opportunity and Americans with Disabilities Act information may be obtained from the Director of Human Resources, Labor Relations & EEO, 404B CPP, 143 Bostwick Avenue NE, Grand Rapids, Michigan 49503-3201. Telephone (616) 234-3972. GRCC is a tobacco free campus.
TRiO Upward Bound Program Application

STUDENTS/PARENTS COMMITMENT
If admitted to the Upward Bound Program, I:

- Agree to attend class, tutoring, seminar and activities
- Agree to give my best effort to become a successful student
- Certify that the information on this application is true to the best of my knowledge
- Give permission to UB staff to use my photo in promotional materials and/or program related Internet sites
- Give permission to UB staff to access my records and contact instructors and other GRPS staff regarding my academic progress

Applicant’s Signature: ___________________________ Date: ___________________________

Student Applicant’s Name: ___________________________

Social Security Number: _______ _______ - _______ _______ - _______ _______ _______ Date of Birth: ___________________________

Present Address: _____________________________________________________________

__________________________________________________________

Gender: ☐ Male ☐ Female   Home Phone: (____) _______ - _______ _______   Cell Phone: (____) _______ - _______ _______

E-Mail Address: _____________________________________________________________

What is your citizenship status? (check one) ☐ U.S. Citizen ☐ Permanent Resident ☐ Other, Explain ___________________________

How do you describe yourself? (check one) ☐ American Indian or Alaskan Native ☐ Hispanic/Latino

☐ Asian/Asian American/Pacific Islander ☐ Caucasian

☐ African/African American ☐ Other, please specify ___________________________

Current School: ___________________________

Current Grade Level (circle one) 8 9 10 11 Grade Point: ___________________________

Expected High School Graduation Year: ___________ High School you will attend: ☐ Creston ☐ Ottawa

Extra Curricular Activities/Hobbies: ______________________________________________

Father’s Name: ___________________________

Mother’s Name: ___________________________

4-year college graduate?: ☐ Yes ☐ No

Work Phone: (____) _______ - _______ _______   Work Phone: (____) _______ - _______ _______

Cell Phone: (____) _______ - _______ _______   Cell Phone: (____) _______ - _______ _______

E-Mail Address: _____________________________________________________________

With whom do you live?: ______________________________________________________

Are you a sibling of a former or current GRCC UB Participant: ☐ Yes ☐ No

Name: ___________________________ Years: ___________________________
One of the criteria for admission is meeting the income guidelines established by the U.S. Department of Education. To determine your eligibility you must complete ALL the information on this page. All information will be kept confidential. Please include an income verification document with this application (copy of a W-2, Tax Forms, or Paycheck Stub).

**FAMILY INCOME**

Did you file an income tax return last year?  □ Yes    □ No  

- Family Size ____________________  
- Family Total Taxable Income (1040A, 1040EZ, 1040) $______________________________

Name and Address of Parents/Guardians ________________________________________

__________________________________________

PARENTS/GUARDIANS STATEMENT OF CERTIFICATION

I certify that the information submitted in this application and any accompanying documents is true to the best of my knowledge. I understand that falsification on my part may result in denial of admission.

If admitted, I agree to comply with all rules and regulations of the Grand Rapids Community College Upward Bound Program.

Signature of Applicant: ___________________________ Date: ________________

Signature of Applicant’s Parents/Guardians: ___________________________ Date: ________________

PARENTS/GUARDIANS CONSENT OF CERTIFICATIONS

I agree to the release of my grades, test scores, transcripts and any governmental information by my middle and high schools to the Grand Rapids Community College Upward Bound Program. I understand that Upward Bound will also maintain records on my performance in program activities. I agree to the release of information, photos for program publications, press releases to UB staff members and the U.S. Department of Education.

Signature of Applicant: ___________________________ Date: ________________

Signature of Applicant’s Parents/Guardians: ___________________________ Date: ________________

Grand Rapids Community College does not discriminate on the basis of race, age, religion, national origin, sex or handicap. Upward Bound is sponsored by Grand Rapids Community College, in conjunction with a grant from the United States Department of Education.
This questionnaire is designed to provide the Upward Bound program with information about your interests. Please answer each question thoroughly.

Applicant’s Name: ____________________________________________________________

In which subjects do you feel tutoring could help you?

What kinds of academic problems do you feel you have? In what classes?

What has been your greatest accomplishment? Why?

What are your plans for college?

What are your career goals and how do you plan to achieve them?

Who has been the greatest influence on you and why?

Essay Requirement

Write an essay of at least 200 words explaining why you want to join the GRCC Upward Bound Program.
I hereby recommend the above named student for participation in the Grand Rapids Community College Upward Bound Program. I am providing the required information listed below.

- Applicant’s Cumulative GPA: __________________________
- Most Recent Grade Report: ____________________________
- Test (name): _______________________________________
- Test Score: _________________________________________
- Transcript

Is student receiving any special services? Please explain: __________________________________________________________

Additional comments: ____________________________________________________________________________________________

Counselor’s Signature: ___________________________ Date: ________________

Counselor: Parent has given consent of release of information to the GRCC Upward Bound Program. Please attach a copy of the applicant’s transcript, test scores and/or most recent grade report and address it to Grand Rapids Community College Upward Bound Program via GRPS interoffice mail.

FOR OFFICE USE ONLY  Do not write in this section

Application Review Date: ___________________________

Academic Need: __________________________________

Eligibility: _______________________________________

Participant Funded By: ______________________________

Program Date: ____________________________________

First Date of Service: _______________________________

Last Date of Service: ________________________________

Notes: ____________________________________________

Denied  Waiting List

Accepted  Incomplete

Target School: ____________________________
(at time of entry)

Grade Cohort: _______________________
Date: ________________

Certifying Signature: ____________________________
Notification: ________________

Date Entered

Folder (Application, Income Verification, Copy of Social Security Card)
Acceptance Letter Sent
Parent/Student Acceptance Agreement Form
Dear Student/Parent/Guardian:

Please take your time reading this letter as it will enable you to determine your level of interest in participating in the Upward Bound (UB) Program.

The major objectives of Upward Bound are to increase academic and life skills, as well as develop self-discipline and self-confidence while helping to provide the basic motivation students need to accomplish their full academic potential during high school and beyond.

UB was created and designed to assist high school students from families with limited income and/or those who would be first-generation college graduates. However, based on a case-by-case basis, we may serve students that do not necessarily meet those criteria. GRCC UB is a four-year program that works with freshmen, sophomores, juniors and seniors in order to help them successfully make the transition from middle school to high school and, most importantly, from high school to post-secondary education.

The Upward Bound Program seeks those students who are sincerely interested in enhancing their all-around skills (academic and social) while becoming the first in their family to attend and graduate from a college or post-secondary institution. With that in mind, please know that both the student and parent must take all program activities quite seriously. If at any time a student fails to meet basic program expectations, he or she will be dismissed from UB and his/her space will be awarded to a student on our waiting list—students who are prepared to take advantage of our services and meet the challenges necessary to maximize his/her potential.

Below is a highlighted listing of the UB Program goals, expectations, services and incentives:

• Improve academic performance of program participants via a six-week residential summer program and twice-weekly after-school tutoring and study support sessions.
• Increase the motivation of participants by providing a monthly cash stipend.
• Provide guidance and counseling for career/educational opportunities.
• Supply both cultural and educational experiences via program field trips and outings.
• Provide assistance in securing college admissions and financial aid via ACT and SAT preparations as well as financial aid guidance and application fee waivers.
• Afford opportunities for improving social skills through workshops and seminars.

If you are interested in creating a foundation for future success, complete the enclosed application. Contact our office if you need further information or assistance.

Grand Rapids Community College Upward Bound
143 Bostwick Avenue, NE
Grand Rapids, MI 49503-3295
(616) 234-2190 or (616) 234-4154
TRiO Upward Bound Recommendation Form

PLEASE PRINT OR TYPE INFORMATION

Student’s Name: _______________________________ Phone: ( ____ ) ____________________

Recommended by: _______________________________ Position: _______________________________

Phone: ( ____ ) _______________________________ School: _______________________________

Address: ________________________________________

_________________________________________________________________

Why is the student a good candidate to participate in the Grand Rapids Community College Upward Bound Program?

Which academic or career areas is the student interested in?

What courses would be most beneficial to the continued academic development of this student?

Signature: ___________________________________ Date: ____________________
Q. Can my child still participate in sports, extra curricular activities, clubs or Grand Rapids Area Pre-College Engineering Program (GRAPCEP)?
A. Participation in UB does not have to affect your child’s participation in other activities, however, he/she is responsible for communicating with the UB staff about schedule conflicts due to games, trips, competitions, etc. UB After School Tutoring is required whether or not your sport takes part in Study Table. UB After School Tutoring can count towards Study Table for a student’s seasonal sport. It is the students’ responsibility to let their coach know of UB schedule conflicts well before the scheduled event. If in GRAPCEP, one tutoring session can be completed there (AM or PM) and one at UB to total the two required tutoring sessions. Students must sign in at GRAPCEP to receive credit.

Q. What if my child has to miss tutoring, seminar, etc. because of a schedule conflict, etc.?
A. Parent/guardian permission must be given in order for students to miss tutoring. This can be done with a phone call or e-mail to the UB teacher or office. Any unexcused absences for tutoring, seminars etc. will impact the earning of stipend money.

Q. How much stipend money will my freshman student receive?
A. Freshmen receive $20 for their stipend once they have completed the probationary period if the student has met all the requirements for attendance, behavior and GPA in order to receive the full amount.

Q. Does the UB class grade affect my student's GPA?
A. Yes, UB counts as an elective and is factored into GPA and graduation.

Q. Why does my student need tutoring if he/she did well in middle school?
A. Tutoring is for the well-being of all Upward Bound students. This is a rule/requirement as agreed upon when joining the UB program.

Q. How much does the UB program cost?
A. There is no cost to the students or the family. Funds are provided by the Department of Education.

Q: What happens if my child doesn’t meet the probationary requirements for 9th grade students?
A: If your child does not meet the expected requirements, he/she will not be considered an active member of the program and will not be able to take advantage of program services. He/she may reapply at the end of their ninth grade year to be admitted in the fall of the sophomore year.

Important Note: Student behavior in the UB class will be respectful and appropriate at all times. Failure to do so could result in being dismissed from the program.