

## WINDWARD UPWARD BOUND

*Pre-Application Packet*

**Please bring a stamped, addressed envelope to your counselor when you drop off your partially completed application.**

**Your counselor should mail your completed application packet to:**

Windward Upward Bound, 45-720 Kea'ahala Rd, Kaneohe, HI, 96744

**Questions?** Please contact Upward Bound at 235-7486 or [ubwcc@hawaii.edu](mailto:ubwcc@hawaii.edu)

### Application Packet Checklist:

- Completed & signed Participant Application form.
- Completed & signed Parent Application form. (Two-sided)
- Release form signed by student and parent/guardian.
- Student Questionnaire
- Counselor Recommendation form. (Two-sided)
- Transcripts & Grades:**
  - 8<sup>th</sup> & 9<sup>th</sup> graders: copy of your middle school transcript and copy of your current school report card.
  - 10<sup>th</sup> & 11<sup>th</sup> graders: copy of your high school transcript (including HSA, PSAT & PLAN scores) and a copy of your current school report card.
  - *Family Interviews will be scheduled upon receipt of your complete application (If you meet all requirements for program)*

**This institution is an equal opportunity provider and employer.**

Windward Community College Upward Bound, 45-720 Kea'ahala Rd, Kaneohe, HI, 96744  
Phone: (808)235-7488 Fax: (808) 247- 5362 Email: [ubwcc@hawaii.edu](mailto:ubwcc@hawaii.edu)

## **What is Upward Bound?**

Upward Bound is a free college preparation program funded by the U.S. Department of Education. Upward Bound is a supportive program that identifies, motivates and prepares eligible students to complete high school, enroll in, and graduate from institutions of post-secondary education. Students who complete the Upward Bound program have a higher graduation rate from college when compared to students who do not participate in Upward Bound.

## **What commitments must I make?**

You must be willing to actively participate in both the academic year and summer components of the Upward Bound program until graduation from high school. See more details below.

## **Academic Year (August through May)**

During the academic year you will be responsible for attending weekly school visits at your high school and monthly Saturday Academies at Windward Community College. The meetings will be designed to improve your appreciation of learning while increasing your academic knowledge and skills in the areas of math, science, English and ACT/SAT preparation. Free math tutoring will also be provided to assist you in areas you might be experiencing difficulties. You will begin setting personal, academic and career goals that include planning for college, study skills development, test preparation, and career exploration. Opportunities to visit college campuses, participate in cultural activities and field trips, and attend special events will be also a part of your academic year experience.

## **THE DAYS VARY-- Summer Residential Program (June through July)**

The summer component is what makes Upward Bound so memorable. The summer program is an academically intensive six-week program that will provide you with unique opportunities to experience a wide range of educational, personal development, and social activities. The first two weeks will be non-residential and the last four weeks you will be able to experience dorm life. During the day you attend classes in Science, English, Math, Foreign Language, and other exciting subjects at Windward Community College on Monday, Tuesday, Wednesday, and Thursday. On Fridays, you will go on a fun field trip ranging from beaches, college tours, hikes, cultural activities, etc. You may also be selected to take college classes your junior, senior and bridge summer giving you a semester of college credit prior to entering college! Wow! Not to forget you will develop long-lasting relationships with students from all over the Windward side!

## **What does it cost to join Upward Bound?**

Upward Bound is FREE of cost. This includes but is not limited to: tutoring sessions, classroom instruction, college visits, and counseling assistance. The Upward Bound program is 100% federally funded by the U.S. Department of Education.

## **How can I become eligible to participate in Upward Bound?**

1. A desire to attend a college and a willingness to do whatever it takes to make this dream come true;
2. Classification as a rising 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, or 11<sup>th</sup> grade student.
3. The willingness to make a long-term commitment to the program. You are expected to remain involved until your graduation from high school;
4. Demonstration of high academic ability and/or potential;
5. Completion of Algebra I or the intention to complete Algebra I by the end of your 9<sup>th</sup> grade year;
6. Ability to secure transportation to all required academic year Saturday sessions and summer sessions at Windward Community College (Upward Bound will do as much as possible to help organize carpools, etc.);
7. You MUST meet at least one of the two criteria below to be eligible for membership:
  - Be a potential first generation college student. A student is considered first generation if neither parent has completed a four year college degree;
  - The student's family meets low-income federal guidelines. The guidelines consider the "taxable income" of the parent/guardian that the student currently lives with, and the number of people in the household.

Note: Any student applicant that is currently in foster care is automatically eligible for Upward Bound.



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# Parent Application Form - PLEASE PRINT

\_\_\_\_\_  
Name of Student

To parent or legal guardian: the Privacy Act protects the personal information given to Windward Upward Bound. The U.S. Dept. of Education has the authority to gather such information (20USC 1231a). No one may see the information unless they work with or for the Windward Upward Bound Program or are specifically authorized to see it. The information is necessary to determine if your child is eligible to participate in the Windward Upward Bound Program and helps the U.S. Dept. of Education measure his / her success. Your child is not eligible for any services unless the information is provided.

## ◆ Father / Male Guardian

Name: \_\_\_\_\_  
Last First Middle

Employer \_\_\_\_\_  
Info: Employer Occupation

Work Phone: \_\_\_\_\_

Please identify type of college degree completed by father/adopted parent.

- Bachelor's Degree or higher \_\_\_\_\_  
 Associate's Degree \_\_\_\_\_  
 None of the Above \_\_\_\_\_  
Name of Institution

## ◆ Mother / Female Guardian

Name: \_\_\_\_\_  
Last First Middle

Employer \_\_\_\_\_  
Info: Employer Occupation

Work Phone: \_\_\_\_\_

Please identify type of college degree completed by mother/adopted parent.

- Bachelor's Degree of higher \_\_\_\_\_  
 Associate's Degree \_\_\_\_\_  
 None of the Above \_\_\_\_\_  
Name of Institution

4. Is your child eligible for free or reduced lunch?  Yes  No  Not Sure

5. What **federal** (not Hawaii) income tax form did you file for year 2016?

### **Federal Tax Form:**

1040  1040A  1040EZ  Telefile

Did Not File (Please submit statement as to why you did not file income tax. (This can be as simple as: *I did not file federal taxes in 2016 because I did not earn enough money.* )

6. What was your family's 2016 or 2017 taxable income? (line 42 of 1040 form, line 7 of 1040a, line 6 of 1040EZ)

\$ \_\_\_\_\_

**A copy of your Federal (not Hawaii) tax form is required by the U.S. Department of Education.** If taxes were not filed, verification of monthly benefits from appropriate agency such as TANF or social security should be included. You may bring these to the interview at Windward Community College.

7. I am the foster parent of this child (circle) Yes No

8.. What is the primary language spoken at home? \_\_\_\_\_ Secondary? \_\_\_\_\_

**THIS FORM HAS TWO SIDES. PLEASE COMPLETE AND SIGN THE OTHER SIDE OF THIS DOCUMENT.**

I fully support my child's application for admission into the Windward Upward Bound Program. I agree to participate in Upward Bound events with my child. I further agree that if my child is admitted to the program, I will participate in the meetings organized by the program, as required, and aid my child in attending all Windward Upward Bound functions.

I hereby grant permission to the personnel of my child's school, including college, to provide copies of transcripts, test scores, and academic progress reports to the staff of the Windward Upward Bound Program.

I hereby grant permission to use photo and video of my child taken at Upward Bound events to help promote Upward Bound activities to the community, including the WCC Upward Bound website.

I certify that the above information true and complete to the best of my knowledge. I am also aware that that information provided must be verified upon request. I will provide documentation of income (i.e. copies of tax returns, TANF benefits, etc.) to comply with federal guidelines of the Windward Upward Bound Program.

I understand that the Upward Bound Director has the final word on whether any student is accepted or continues in the program.

Father (Guardian) Signature \_\_\_\_\_ Date \_\_\_\_\_

Mother (Guardian) Signature \_\_\_\_\_ Date \_\_\_\_\_

<b>Office Use Only</b>				Initials: _____
<input type="checkbox"/> LIFG	<input type="checkbox"/> LI	<input type="checkbox"/> FG	<input type="checkbox"/> OTHER	Date: _____
_____	Interview Date	_____		
_____	Accepted	(Staff signature & Date: _____)		
_____	Not accepted	(Staff signature & Date: _____)		

Windward Community College Upward Bound  
Academic Release Form

**Release**  
Signed by Parents or Guardians

\_\_\_\_\_  
Name of Student

\_\_\_\_\_  
Student Social Security Number



\_\_\_\_\_ High School has my permission to release to Windward Community College's Upward Bound Program information concerning my son / daughter, including copies of his / her academic records and test scores.

Signature (Parent or Guardian) \_\_\_\_\_

Date \_\_\_\_\_



**Release**  
Signed by Student

I understand the Upward Bound Program is required by the U.S. Department of Education to track my progress as a college student until I graduate from college.

The Windward Community College Upward Bound Program has my permission to access my college academic record to the extent necessary to comply with federal follow-up requirements. This will involve looking at my college admissions, registration and transcripts each year.

Signature of student \_\_\_\_\_

Date \_\_\_\_\_

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## Student Questionnaire

Please answer each question honestly and clearly. Use additional paper if needed.

1. How did you hear about Upward Bound?

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2. Why would you like to participate in the Windward Upward Bound Program?

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3. Would you be interested / would your schedule allow you to attend monthly Saturday Academies from 8:30am to 1pm at Windward Community College?

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4. Would you attend a six week summer program? (You live in the UH Manoa dorms for four of the six weeks, and attend classes at Windward Community College Monday to Thursday. There are a lot of fun field trips too:)

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4. Do you presently have a part-time job? (Circle)      Yes      No

If yes, number of hours per week \_\_\_\_\_      What days do you work? \_\_\_\_\_

5. What are your career goals?

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6. Do you want to go to college? If so, where? What might you want to study?

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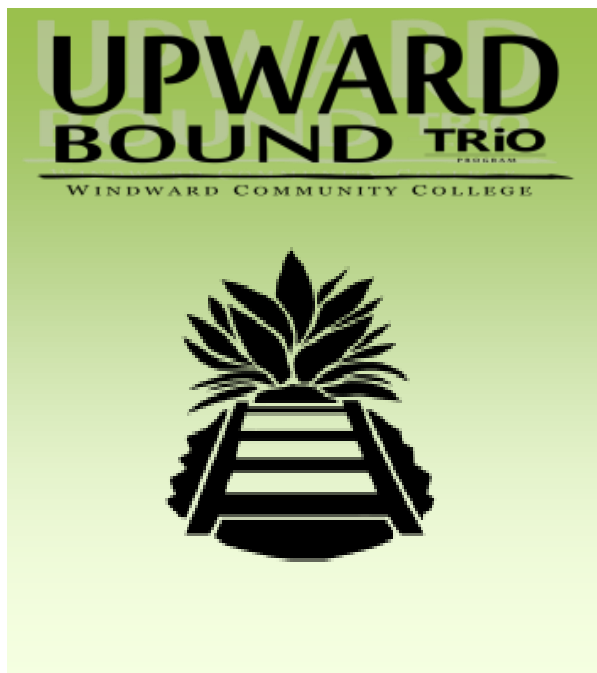
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## Windward Upward Bound

### Counselor Recommendation Form (page 1)



**Rolling Admission**

**Dear counselor:**

*The Windward Community College Upward Bound program wishes to select individuals whose personal attributes and abilities indicate that they have the potential for success in our program and ultimately attend and graduate from college. We would appreciate your candid assessment of the applicant. You may attach additional sheets to this recommendation.*

Student: \_\_\_\_\_ Phone #: \_\_\_\_\_ School: \_\_\_\_\_ Grade: \_\_\_\_\_

This recommendation completed by: \_\_\_\_\_ Phone #: \_\_\_\_\_

① Please indicate student's **PRIMARY** academic need by marking one of the choices below.

- |  |   |
|--|---|
| <input type="checkbox"/> Low high school grade point average   | <input type="checkbox"/> Limited proficiency in English     |
| <input type="checkbox"/> Low achievement test scores   | <input type="checkbox"/> Rural isolation                    |
| <input type="checkbox"/> Low educational aspirations   | <input type="checkbox"/> Predominately low income community |
| <input type="checkbox"/> Interest in careers in math and science   |   |
| <input type="checkbox"/> Lack of confidence, self-esteem, and / or social skills   |   |
| <input type="checkbox"/> Low achievement test scores and low educational aspirations                                     |   |
| <input type="checkbox"/> Low high school grade point average and low educational aspirations                             |   |
| <input type="checkbox"/> Lack of career goals and / or need for accurate information on careers                          |   |
| <input type="checkbox"/> Low high school grade point average and low achievement test scores                             |   |
| <input type="checkbox"/> Lack of opportunity, support, and / or guidance to take challenging college preparation courses |   |

② **Please list student's cumulative GPA:** \_\_\_\_\_

③ **Please include a copy of student's current grade report .**

④ **Please include a copy of student's school transcript (middle school transcript if 8<sup>th</sup> or 9<sup>th</sup> grader; high school transcript if 10<sup>th</sup> or 11<sup>th</sup> grader) and if applicable scores for HSA, PLAN & PSAT.**

This form has two sides. Please complete side 2

**Counselor Recommendation Form (page 2)**

⑤ **Please rate student in the following areas:**

How long have you known the student:     One Semester     One Year     Other

The student's attendance record is:         Excellent         Good         Poor

The student's overall classroom behavior is:  Excellent         Good         Poor

**Please check one:**

Highly recommend         Recommend with reservation         Do not recommend

that this student be admitted to the Upward Bound Program at Windward Community College.

**Counselor's Statement**

Special consideration should be given to this student because:

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return to student to be included in application packet. A sealed envelope may be used.

**Please include a copy of student's current grade report  
and school transcript.**