



Redlands Community College • 1300 South Country Club Road • El Reno, OK 73036-5304

Telephone: (405) 422-1250 - Fax: (405) 422-1276

TRiO Upward Bound Application for Participation, Part One

Name: _____
Last Name First Name MI

Address: _____
Street/Box City State Zip Code

Phone: (____) _____ County: _____

Date of Birth: ____/____/____ Age: _____ Sex: Male Female

STUDENT EMAIL ADDRESS: _____

SOCIAL SECURITY NUMBER: _____

***Please include a photocopy of your Social Security Card & Birth Certificate.**

U.S. Citizen? Yes No If **No**, Resident Alien Number: _____

Racial/Ethnic Origin: (please check one)

- African American Caucasian
 American Indian (tribe: _____) Hispanic
 Asian/Pacific Islander Other: _____

Current Grade: 9th 10th 11th

- Current School: Calumet
 El Reno High
 Etta Dale Jr. High
 Geary
 Hinton
 Kingfisher
 Minco
 Okarche
 Union City

I have submitted an application for the Oklahoma Higher Learning Access Program (OHLAP) Yes No

School Counselor: _____

This is to certify that all information given by me is true and correct to the best of my knowledge. Furthermore:

- I give the RCC Upward Bound Program my permission to receive copies of my educational records and other materials necessary for participation in the program and to release educational records to educational institutions.
 Further permission is granted to request academic and financial aid information and records from any and all postsecondary institutions to track college progress.
 I understand that all of my records will be kept in confidence and in accord with the Privacy Act of 1974.

Student's Signature

Date

NOTE: Please include a copy of your most recent High School transcript or Grades & Plan or Explorer tests with this application.

TRiO Upward Bound Application for Participation, Part Two

Parent information: (completed by parent or guardian with whom applicant lives)
 ALL INFORMATION WILL BE HELD IN STRICT CONFIDENCE

Parent/Guardian Name: _____ Relationship: _____

Parent/Guardian Name: _____ Relationship: _____

Telephone Number (home): _____ Work tlp# _____

Is either parent a graduate from a 4-year college/university with a Bachelor's Degree? **Yes** **No**
If yes, please list the name of the Parent/Guardian with the degree & the name of the college/university.

Number of family members living at home: **Adults:** _____ **Children:** _____ **Total:** _____

For us to determine eligibility for participation in Upward Bound, Federal regulations require us to obtain documentation of taxable income for the preceding CALENDAR YEAR:

Please include a copy of your 2009 Income Tax Return

Taxable Income (Form 1040, line 39; Form 1040A, line 24; Form 1040EZ, line 6)

- \$0 - \$15,600
- \$15,601 - \$21,000
- \$21,001 - \$26,400
- \$26,401 - \$31,800
- \$31,801 - \$37,200
- \$37,201 - \$42,600
- \$42,601 - \$48,000
- \$48,001 - \$53,400
- \$53,401 & above

If you did not file a tax return, please complete the following:

SSA/SSI:	\$ _____	Unemployment:	\$ _____
VA/GI Bill:	\$ _____	Food Stamps:	\$ _____
TANF:	\$ _____	Pension/Retirement:	\$ _____
Other, specify:	\$ _____		

This is to certify that all information provided is true and accurate to the best of my knowledge. I hereby give my permission for the RCC Upward Bound Program to have access to any school or agency records of **(student's name)** _____ to determine eligibility for the program and to monitor the status and progress in secondary school. Further permission is granted to request all information and records from any and all postsecondary institutions in order to track college progress. I understand that all records will be kept in strict confidence and in accord with the Privacy Act of 1974.

Parent/Guardian Signature

Date

Submit the completed application packet to: *Your high school counselor or mail to Upward Bound, Redlands Community College, 1300 S. Country Club Rd., El Reno, OK 73036*

The RCC Upward Bound Program will treat all eligible applicants equally, regardless of race, color, national origin, gender, sexual orientation, religion or physical disability. Redlands Community College, in compliance with Titles VI and VII of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972 (Higher Education Act), Americans with Disabilities Act of 1990, and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap, or status as a veteran, in any of its policies, practices or procedures. This provision includes, but is not limited to, admissions, employment, financial aid and educational services.



**TRiO Upward Bound - Student Needs Assessment
Part One**

Name _____ Date _____

This survey contains a number of statements about student needs. Please give your honest opinion of how Upward Bound can meet your needs. Your answers will be kept confidential.

	Strong Need	Some Need	No Need
Academic Needs			
1. To learn how to complete and turn in my homework on time.	1	2	3
2. To get better grades in school.	1	2	3
3. To take tests better and with less anxiety.	1	2	3
4. To organize my time, activities and responsibilities better.	1	2	3
5. To learn more about high school requirements for college.	1	2	3
6. To listen better in class and ask more questions.	1	2	3
7. To relate to and communicate better with my teachers.	1	2	3
8. To identify, set and evaluate goals for the future.	1	2	3
My academic goal is _____			
Personal Needs			
1. To better understand my parents and other adults.	1	2	3
2. To learn to deal with conflict in a positive manner.	1	2	3
3. To be more accepting of my physical appearance.	1	2	3
4. To learn how my self-esteem affects my behavior.	1	2	3
5. To learn how to get along better with members of the opposite sex.	1	2	3
6. To learn to accept people who are different from me.	1	2	3
7. To learn more about the use/abuse of drugs and alcohol.	1	2	3
8. To accept greater responsibility for my actions.	1	2	3
My personal goal is _____			



**TRiO Upward Bound - Student Needs Assessment
Part Two**

Career and Postsecondary Needs	Strong Need	Some Need	No Need
1. To explore a variety of career opportunities.	1	2	3
2. To learn more about job applications, resumes and interviews.	1	2	3
3. To learn more about postsecondary admissions process.	1	2	3
4. To prepare for exams like the PSAT, ACT or SAT.	1	2	3
5. To visit more colleges.	1	2	3
6. To learn about college costs and how to pay for college.	1	2	3

My career choice is _____

In college, I plan to major in _____

Three careers I am interested in learning about are:

1. _____

2. _____

3. _____

Three Oklahoma colleges/universities I would like to visit are:

1. _____

2. _____

3. _____



TRiO Upward Bound - Counselor Recommendation Form
(To Be Completed By Current School Counselor)

Student: _____ **Current Grade:** 9th 10th 11th

This student is applying to the Redlands Community College TRiO Upward Bound Program. We appreciate your assistance in providing the following information and recommendation. Please return this form to our office.

Which of the following best describes this student's high school curriculum?

- Academic/College Prep General Honors Program
 Remedial Vocational Other _____

What is this student's approximate class rank?

- Top 10% Top 25% Top 50% Below 50%

What is this student's reading level? _____
(Above, At, or Below Grade Level)

How would you describe this student's attendance?

- Excellent Good Fair Poor

Has this student ever been subject to school disciplinary action or suspension?

- Yes No If yes, please explain: _____

Additional Comments:

Please indicate your recommendation of the student for participation in this program:

- Strongly Recommend Recommend
 Recommend with Reservation Do not recommend

Counselor's Signature: _____ **Date:** _____

School: _____

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TRiO Upward Bound - Teacher Recommendation Form, Part One
 (To Be Completed By Current Academic Teacher)

Student: _____

To the teacher: This student is applying to Redlands Community College TRiO Upward Bound Program. This program is designed to assist participating students in preparing for and enrolling in a college level educational program. Students may apply who show potential, but need motivational, academic, or other assistance to succeed in a college level program. Please be as specific regarding your remarks. Your comments and evaluation is held confidential.

Teacher's Name: _____

Subjects(s) taught to above referenced student: _____

School: _____

Phone: (____) _____

Based on your knowledge of the applicant, please rate his/her academic skills:

	Outstanding	Above Average	Average	Needs Improvement	No Basis for Judgment
Academic achievement					
Math skills					
Reading skills					
Study skills					
Writing skills					
Comprehension skills					
Use of time					
Organization					



TRiO Upward Bound - Teacher Recommendation Form, Part Two
 (To Be Completed By Current Academic Teacher)

Please rate the applicant's characteristics and motivation:

	Outstanding	Above Average	Average	Needs Improvement	No Basis for Judgment
Ability to cope calmly with frustrating experiences					
Demonstrates leadership capability					
Interpersonal skills					
Self-image					
Potential for growth					
Potential to succeed					
Motivation and willingness to learn					
Tolerance of minor disappointments					
Intellectual curiosity					
Ability to work with others on group projects					
Quality of work submitted					
Emotional maturity					
Attentiveness in class					
Ability to meet deadlines					
Potential to appreciate and maximize learning opportunities					

Additional Comments: _____

Please indicate your recommendation of the student for participation in this program:

- Strongly Recommend
- Recommend
- Recommend with Reservation
- Do not recommend

Teacher's Signature: _____ **Date:** _____



TRiO Upward Bound - Records Release Form
(To Be Completed By Student and Parent)

Student Name: _____
School Attended: _____

As indicated below:

I hereby give my permission for the release of any school records from my son's/daughter's file to the Redlands Community College TRiO Upward Bound Program. Furthermore, I grant permission for RCC Upward Bound to release academic and testing records to educational institutions. Permission is granted to request academic and financial aid information and records from any and all post secondary institutions to track college progress.

I authorize the release of school records from my son's/daughters file that may be requested by the Redlands Community College TRiO Upward Bound Program. I understand that the U.S. Department of Education funds the Redlands Community College TRiO Upward Bound Program and will use these records to provide academic advisement for my son/daughter. I also understand that these records will be handled in a confidential manner and that they will be made available only to program staff, personnel from educational institutions, and representatives from Federal and State Departments of Education.

This authorization is limited to the following records:

- 1) School records.
- 2) Transcripts.
- 3) Explorer and Plan Tests, and Standardized test scores.
- 4) Information on the student's status and performance.
- 5) Student's contact information.

Student's Signature

Date

Father's/Guardian's Name (Please print)

Mother's/Guardian's Name (Please print)

Father's/Guardian's Signature

Mother's/Guardian's Signature

Date Signed

Date Signed

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Photo Release Form

(To be completed by student and parent)

The *Redlands Community College Upward Bound Program* is a federal assistance program designed to promote post-secondary educational opportunities for selected individuals in the school districts of Caddo, Blaine, Kingfisher, Grady and Canadian Counties. The work scope of the *RCC UB Program* is educational in nature.

As an educational program, *RCC UB Program* is required to determine the eligibility of all participants and maintain students' records. Under rules established by the Family Educational Rights and Privacy Act, you are hereby notified that the program's student records and the information contained therein are kept confidential and that you (and your parents, if you are younger than age 18) have the right to inspect the contents of your record. However, directory information concerning your participation in the program will be released to the public as a matter of course. This information is limited to name, grade level, schools attended, home address, date of birth, parent's name and address, phone number, and participation dates. Unless notified in writing to withhold any or all of such directory information, the *RCC UB Program* will release it.

Concerning the availability of services through the *RCC UB Program*, should the applicant/participant feel that his/her application was inappropriately reviewed, or equal treatment in services was not provided, he/she is encouraged to file a complaint with the *RCC UB* director, who will review the complaint and render a resolution. Also, in matters concerning failure to comply with requirements of law, you have the right to file your complaint with the U.S. Department of Education.

In addition, individuals served by the *RCC UB Program* are expected to comply with regulations pertaining to the receipt of federal assistance. As an example, a participant who is convicted of a drug-related activity must notify the program after such conviction. Male participants who reach the age of 18 while participating in the program must register with the Selective Service.

ACKNOWLEDGEMENT:

By signing this form, the applicant and his/her parent or guardian understand the information conveyed and permit the receipt of program services and the use of the applicant's picture.

Student's Signature

Parent's Signature

Date: _____

The Redlands Community College Upward Bound Program provides assistance to eligible individuals without regard to race, color, national origin, gender or disability.



TRIO Upward Bound – Medical Release Form – Part One

Student Data:

Name: _____ Date of Birth: _____
Gender: (circle one) M F Name of School You Attend: _____
Address: _____
Parent/Guardian's Name: _____ Phone: _____
Parent/Guardian's Address: _____

Emergency/Medical Information:

Physician's Name: _____ Phone: _____
Date of last tetanus shot: _____
List any drug allergies: _____
Any physical condition such as diabetes, epilepsy, asthma, etc.: _____
List any medication or medical treatment you are taking: _____
Should there be any limits on his/her activity? If yes, please explain: _____
Has your child had any serious illness in the last three years? If yes, please explain: _____
At the present time, is he/she under medical care? Yes [] No []
If yes, for what? _____
If yes, what is the doctors' name, address, and telephone number? _____

HISTORY: **PROVIDE COPY OF ALL IMMUNIZATIONS**

Hay Fever Yes [] No [] Poliomyelitis Yes [] No []
Dysentery Yes [] No [] Rheumatic Fever Yes [] No []
Typhoid Yes [] No [] Diabetes Yes [] No []
Small Pox Yes [] No [] Heart Trouble Yes [] No []
Measles Yes [] No [] Epilepsy Yes [] No []
Asthma Yes [] No [] Other _____ Yes [] No []

WEARS:

[] Glasses [] Contact Lens [] Orthopedic Aids [] Hearing Aids [] Orthodontic Aids

Medical Insurance: **ATTACH COPY OF INSURANCE CARD**

Insured's Name _____ Policy No. _____
Company _____ Phone: _____
Address _____



TRiO Upward Bound – Medical Release Form – Part Two

IN CASE OF MEDICAL OR SURGICAL EMERGENCY, I hereby give permission for the administration of first aid by Redlands Community College Upward Bound Staff or health official, for treatment by authorized physician, or for hospitalization. I release the Redlands Community College Upward Bound Staff and Redlands Community College from all liability for sickness, injury or accidents occurring during my child's participation in Redlands Community College Upward Bound activities. I understand that I will be contacted in the event that my immediate attention is required. **In addition**, I give my permission for the Redlands Community College Upward Bound Staff to give my son/daughter a Tylenol for a headache.

IN CONSIDERATION for my child, receiving permission to participate in **Redlands Community College's TRiO Upward Bound Program**, I hereby **RELEASE, WAIVE, and DISCHARGE** Redlands Community College, The Board of Regents of the State of Oklahoma, the State of Oklahoma, their officers, servants, agents, or employees, the **Redlands Community College's TRiO Upward Bound Program** and its staff (hereinafter referred to as **RELEASES**) from any and all liability, claims, demands, actions and causes of action sustained by my child, or to any property belonging to my child, while participating in the program, or while in, on, upon, or traveling to and from any program activity where it is being conducted.

I FURTHER hereby **AGREE TO INDEMNIFY AND HOLD HARMLESS** the **RELEASES** from any loss, liability, damage or costs that they may incur due to my child's participation in said activity.

(PARENT /GUARDIAN PRINT NAME): _____

(Parent/Guardian Signature)

(Date)

Phone number: (Day) _____ (Evening) _____

Other persons who may be contacted in case of emergency, if I cannot be reached:

Name: _____

Name: _____

Relationship to student: _____

Relationship to student: _____

Phone(s): _____

Phone(s): _____



TRiO Upward Bound Participation Agreement Form

I, _____, as a participant in the Redlands Community College Upward Bound program, understand that there is a summer component for all freshmen, sophomores, juniors, seniors. It consists of a six week program in June and July. It is my intention to participate **fully** by attending Upward Bound during the *Academic Year (August through April)* and the *Summer Component* in **(June through July)**. I agree to participate in the **Summer Bridge Component**. After I graduate from high school, I agree to take college classes following my high school graduation.

DATE

Student's signature

I have read the above paragraph and agree to encourage my son/daughter's attendance to all Upward Bound activities.

DATE

Parent's signature



TRiO Upward Bound Attendance, Participation & Grade Point Average Agreement

Student Name: _____

I _____ (student name) understand that it takes commitment on my part to make my Academic progress a success. I have to dedicate my time, and make an effort in attending and participating in the Upward Bound Program at Redlands Community College.

I understand that I must attend and participate a minimum of 80% in the Upward Bound Program at Redlands Community College.

I further understand that if I do not attend and participate a minimum of 80% in the Upward Bound Program at Redlands Community College, that it may jeopardize my participation in the program.

If I do not follow the attendance and participation policies, I will be placed on probation for 60 days. If I continuously fail to comply with attendance and participation requirements within those 60 days; I will be subject to dismissal from the Upward Bound Program at Redlands Community College.

Additionally, I understand that I must maintain a minimum 2.5 Grade Point Average to participate in the program. If my grade point average falls below a 2.5, I will be placed on probation, and I will have nine weeks, depending on where the school term has begun, to bring my grade point average up to a 2.5.

Once I am placed on probation for falling below a 2.5 GPA, the Upward Bound Director will contact me and my parent/guardian in writing. The letter will state the designated time in which I have to bring my GPA up to a minimum of 2.5.

By signing below, I understand the attendance, participation, and grade point average criteria to participate in the Upward Bound Program at Redlands Community College. I understand that I will be given a copy of this agreement.

Student **print** name: _____
Student signature: _____
Date: _____

Parent/guardian **print** name: _____
Parent/guardian signature: _____
Date: _____

Upward Bound Director **print** name: _____
Upward Bound Director signature: _____
Date: _____



TRiO UPWARD BOUND - BEHAVIOR CONTRACT

Upon enrollment in the Redlands Community College TRiO Upward Bound Program, a student's conduct will be in compliance with the following Behavioral Contract in order to earn a monthly stipend during the Academic and Summer Year components. A student's continuation in the RCC TRiO UB program is contingent upon your behavior while a RCC TRiO UB student. Please place an "X" by each statement to confirm that you agree to abide by the rules and then sign and date the contract at the bottom.

As an RCC TRiO Upward Bound student, I will:

- Attend his/her school regularly and on time.
- Turn in all required classroom work and assignments.
- Attend all scheduled tutorial/study skills sessions.
- Attend all Saturday campus meetings.
- Keep my conduct in good standing with TRiO UB and school officials.
- Notify RCC TRiO UB staff in advance, when I am unable to attend Saturday campus meeting.
- Apply myself in learning activities as directed by instructors.
- Respect college property and helps to keep it clean and neat.
- Attend summer classes regularly and on time.
- Keep my voice low while inside campus buildings so as not to disturb other members of the college community.
- Leave weapons and sound producing machines (including I-Pods, CD players, Cellular phones, etc.) at home.
- Never run inside a building (except when participating in planned and supervised activity in the gymnasium).
- Follow directions of the bus driver while riding to and from RCC TRiO UB activities.
- Inform RCC TRiO UB Counselor my need for tutoring.
- Respect the property of UB staff, and will not intrude office areas uninvited, or use UB equipment.
- Never be under the influence of drugs, alcohol, or any legal controlled substance while at RCC TRiO activities.
- Behave in a way that will not embarrass myself, the college or the TRiO UB Program.
- Maintain appropriate conduct at all program activities, and when interacting with TRiO UB staff.
- Respect the rights of others and treat them the way I would like to be treated.
- Not engage in gang activities or gestures at any time.

Student Signature _____ Date _____



TRiO UPWARD BOUND -ACTIVITY AND FIELD TRIP AUTHORIZATION

I grant my son/daughter permission to participate in Redlands Community College TRiO Upward Bound sponsored activities and field trips. I understand that my son/daughter is expected to obey all rules and regulations of the RCC TRiO UB program. I also understand that failure to obey written or verbal rules and regulations will be sufficient reason for terminating them from participation in RCC TRiO UB activity or field trips by sending them home.

In consideration for my child, receiving permission to participate in *Redlands Community College's TRiO Upward Bound Program*, I hereby RELEASE, WAIVE, and DISCHARGE Redlands Community College, The Board of Regents of the State of Oklahoma, the State of Oklahoma, their officers, servants, agents, or employees, the *Redlands Community College's TRiO Upward Bound Program* and its staff (hereinafter referred to as RELEASES) from any and all liability, claims, demands, actions and causes of action sustained by my child, or to any property belonging to my child, while participating in the program, or while in, on, upon, or traveling to and from any program activity where it is being conducted.

I FURTHER hereby AGREE TO INDEMNIFY AND HOLD HARMLESS the RELEASES from any loss, liability, damage or costs that they may incur due to my child's participation in said activity.

Parent / Guardian Print Name

Parent/Guardian Signature

Date



UPWARD BOUND STUDENT TRANSPORTATION FORM

Student name: _____

Will you be riding the RCC Upward Bound Bus? Yes No

If no, how will you get to the RCC Upward Bound sessions? _____

Where are you picked up and dropped off?

_____ Hinton (Country Inn Corner)

_____ Geary High School

_____ Kingfisher High School

_____ Calumet High School

_____ Booker T. Washington (El Reno)

_____ Union City High School

_____ Minco High School

_____ Okarche High School

By signing this form, parents/guardians understand that if you selected "YES" for your student/child to ride the bus, understand that your student/child is required to ride the bus. If the parents/guardians selected "NO" for the student/child not to ride the bus, parents/guardians are responsible for providing transportation for the student to the Redlands Community College Campus. If a student/child abuses their bus privileges by not obeying the RCC UB bus rules, the UB Bus Driver, or does not ride the RCC UB Bus consistently, that student/child may lose their bus riding privileges.

Parent Signature: _____

Date: _____