



## COASTAL ALABAMA COMMUNITY COLLEGE TRIO UPWARD BOUND APPLICATION FOR ADMISSION

All of the following must be completed and submitted before a student can be considered for admission to Upward Bound:

**Student must complete and submit:**

- Upward Bound Application Form

**Parent/Guardian must complete and submit:**

- Eligibility verification

**School Counselor and Teachers should complete the following:**

- Student Recommendation Forms

### CONFIDENTIALITY OF INFORMATION ASSURANCE

- The personal information requested of you in the Upward Bound Program Application and by the Program Staff is a requirement of the U.S. Department of Education and is considered absolutely necessary to substantiate your eligibility to participate.
- No one may view this information unless they work for and/or with the Upward Bound Program or are otherwise specifically authorized to see the information.
- Should you choose not to furnish this required information to the Upward Bound Program (and, thereby, to the U.S. Department of Education), we cannot evaluate your eligibility to participate in this Program, and we are prevented from extending you the offer of admission.
- The Coastal Alabama Community College Upward Bound program is federally funded by a grant from the U.S. Department of Education.

**You may submit your application by mail, email, or office location where applicable using the following information.**

#### **Gilbertown**

Sheila Skelton, Director  
251 College Street  
Gilbertown, AL 36908  
sheila.skelton@coastalalabama.edu  
Admin. Bldg. Room 105A  
(251) 843-5265

#### **Monroeville**

Tiffany McAnally, Director  
2800 S Alabama Ave  
Monroeville, AL 36460  
tiffany.mcanally@coastalalabama.edu  
Admin. Bldg. Room 113A  
(251) 575-8388

#### **Thomasville**

Alesia Savage, Director  
30755 US Highway 43 South  
Thomasville, AL 36784  
alesia.savage@coastalalabama.edu  
Admin. Bldg. Room 101  
(334) 637-3137

## Student Application Form 2024–2025

All information requested must be submitted by the deadline. Federal regulations require Upward Bound to collect this data to determine if the applicant qualifies for this federally funded program. **PLEASE COMPLETE USING BLUE OR BLACK INK.**

<b>FOR OFFICE USE ONLY:</b> INTERVIEW: Date _____	Date Received: _____ Time: _____	Eligibility: <input type="checkbox"/> LI <input type="checkbox"/> FG <input type="checkbox"/> AR Place: _____	Director's Init. _____
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### PART I (A): STUDENT INFORMATION (Please Print)-To be completed and signed by student

Are you currently a participant in an Educational Talent Search Program?  Yes  No

Are you currently a participant in a Gear Up Program?  Yes  No

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

**Home Address:** \_\_\_\_\_  
Street City State Zip

**Mailing Address:**  
(if different from above) \_\_\_\_\_  
Street City State Zip

**Home Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**E-Mail Address:** School \_\_\_\_\_ Personal \_\_\_\_\_

**Emergency Contact Name:** \_\_\_\_\_ **Relationship:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Gender:**  Male  Female **Citizenship:**  U.S.  Other \_\_\_\_\_

**Race/Ethnicity:** (check ALL that apply)

Hispanic / Latino

African American / Black

American Indian / Alaskan Native

White

Asian

Native Hawaiian / Pacific Islander

**Language spoken at home:**  English  Other (specify) \_\_\_\_\_

**Name of School:** \_\_\_\_\_ **Grade Level:** \_\_\_\_\_ **Age:** \_\_\_\_\_

**Diploma Track:**  Standard  Advanced  Occupational **Expected Grad Year:** \_\_\_\_\_

**Please list your extracurricular activities:** (band, sports, JROTC, etc.) \_\_\_\_\_

**What do you plan to do after you graduate?**

Get a job

Enlist in the military

Attend a four-year college

Other (please specify) \_\_\_\_\_

Attend a community college for a one- or two-year degree

Undecided

**What do you plan to major in?** \_\_\_\_\_ or  Undecided

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

## Part I(B): UPWARD BOUND STATEMENT OF COMMITMENT

If you want to participate in Upward Bound, you are expected to agree to commit yourself to the following requirements. Read each statement below and if you and your parent(s)/guardian(s) understand what is expected and can commit to the following requirements, please sign the form below.

1. I will commit myself to complete Upward Bound by being in the program until the end of the summer component following my graduation from high school.
2. I will commit myself to work toward maintaining at least a 2.50 average in all my high school classes.
3. I will commit myself to being friendly, helpful, and sharing with others in the program.
4. I will commit myself to show enthusiastic participation, wholesome and positive attitudes and mature, adult behavior while participating in the Upward Bound Program.
5. I will commit to taking college preparation classes during my high school years of study.
6. I will commit myself to attending the six-week summer program, which is nonresidential, and I will obey all rules of the summer program.
7. I will commit myself to obey all the rules and regulations of the Upward Bound Program.
8. I will commit myself to take control of things and events in my life realizing that I can make things happen for myself. Realizing that I can do things and not have things done for me.
9. I will commit myself to attend classes, tutoring, and special activities during the academic year and summer program **including making certain that my child attends all academic intervention tutorials offered after school.** I understand that three (3) or more absences within a stipend period may be reason for disciplinary action or termination.
10. I will not be involved with drugs or alcohol. I understand that the use or possession of drugs or alcohol is not tolerated and will result in my immediate dismissal from the program.
11. I will ensure that my parent(s) call the program in the event of a cancellation for any trips/activities that I have signed up to be part of. In the event of a cancellation without prior notice, I understand that I will be responsible for the cost of my cancellation.
12. I will commit myself to enroll in college, after completion of the Upward Bound Program, and to obtain a college degree.

**If my commitment is found to be lacking in any of these areas, it will result in disciplinary action or dismissal from the program.**

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent(s)/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Program Director

\_\_\_\_\_  
Date

**PART II: APPLICANT'S FAMILY INFORMATION AND INCOME ELIGIBILITY**

**\*\*ALL INFORMATION WILL BE HELD IN STRICT CONFIDENCE\*\***

Name of person completing form: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Email address: \_\_\_\_\_

**Parent(s) or Legal Guardian(s):**

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

**We are required by the United States Department of Education to obtain income information from all students receiving Upward Bound FREE services. Since you or your child have indicated an interest in receiving our assistance, please provide the following information:**

- 1. If you are employed and filed an income tax return, please indicate household's *taxable income*: \$ \_\_\_\_\_  
Tax Year Reported \_\_\_\_\_ NOTE: Taxable income can be found on line 15 of IRS form 1040.  
*Please do not list total income or adjusted gross income.*
- 3.  I am required to file but have not yet completed my return.
- 4.  I am not required to file an income tax return.

**Total number of people in household** (include yourself): \_\_\_\_\_

**Does either parent have a four-year/Bachelor's Degree?**  Yes  No  
If yes,  Mother  Father

**Parent's Certification:**

I, \_\_\_\_\_, Parent/Guardian of \_\_\_\_\_, an applicant for admission to the Coastal Alabama Community College Upward Bound Program, verify that all information within this entire application packet supplied by me, to the best of my knowledge, is factual, and that no information was presented with intent to defraud.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Information and Trip Releases:** I hereby give permission for Upward Bound (UB) of Coastal Alabama Community College to obtain a copy of my child's high school and college academic records necessary to complete the program's application process, and, if accepted, for continued participation and tracking. I authorize UB to obtain information related to my child's receipt of student financial assistance, a copy of his/her award notification from the financial aid office and college admissions information. I give my permission for my child to be involved in UB as well as to be photographed at scheduled events and activities sponsored by the UB program. I further agree to allow UB to use these photographs for publicity purposes. I also give my permission for my child to participate in field trips sponsored by UB and approved by the local school system.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PART III: UPWARD BOUND STUDENT NEEDS ASSESSMENT**

This survey contains a number of statements about student needs. Please give your honest opinion of how the Upward Bound program can meet your needs.

<b>Academic Needs</b>	<b>Strong Need</b>	<b>Some Need</b>	<b>No Need</b>
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 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 teacher.	1	2	3
8. To identify, set and evaluate goals for the future.	1	2	3

My academic goal is \_\_\_\_\_

<b>Personal Needs</b>	<b>Strong Need</b>	<b>Some Need</b>	<b>No Need</b>
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 \_\_\_\_\_

<b>Career and Postsecondary Needs</b>	<b>Strong Need</b>	<b>Some Need</b>	<b>No Need</b>
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 the 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 goals are \_\_\_\_\_

Name a college or university you would like to visit \_\_\_\_\_

Which college or university do you plan on attending after high school? \_\_\_\_\_

## PART IV: MATH OR SCIENCE TEACHER RECOMMENDATION FORM

Student Name: \_\_\_\_\_ Subject: \_\_\_\_\_ School: \_\_\_\_\_

The above-named student has applied for admission to the Coastal Alabama Community College Upward Bound Program. The purpose of this evaluation form is to provide an objective and systematic way by which you may acknowledge your appraisal of this student. Please check the most appropriate performance rating.

Performance Factors	PERFORMANCE RATING					
	Excellent	Above Average	Average	Below Average	Poor	Not Observed
<b>Quality of Work</b> Accuracy, completeness, thoroughness, neatness						
<b>Quantity of Work</b> Completes required amount of work						
<b>Dependability</b> Follows instructions, attendance, punctuality						
<b>Cooperativeness</b> Initiative, constructive attitude, helpfulness						
<b>Creativity</b> Imagination, originality						
<b>Adjustability</b> Security, stability, adaptability						
<b>Discipline</b> Follows rules and regulations						
<b>Sociability</b> Self-esteem, peer relations, group acceptance						
<b>Postsecondary Education</b> Potential for success						

**Evaluator's Comments:** Keeping in mind the Upward Bound goal, which is to generate the skills and motivation essential to achieving success in postsecondary education, please respond to the following:

1. Strengths: \_\_\_\_\_

2. Weaknesses: \_\_\_\_\_

3. Would you classify this student as:

At risk?  Yes  No

If yes, please explain: \_\_\_\_\_

Gifted/talented?  Yes  No

If yes, please identify areas: \_\_\_\_\_

Learning disabled?  Yes  No

If yes, please define the disability/disabilities and indicate the extent: \_\_\_\_\_

**Note: This form is a part of an application packet which cannot be submitted until all documents have been gathered. Please complete and submit immediately to the counselor or Upward Bound office.**

\_\_\_\_\_  
 Evaluator's Signature

\_\_\_\_\_  
 Date

## PART V: COUNSELOR RECOMMENDATION FORM

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_ School: \_\_\_\_\_

The above-named student has applied for admission to the Coastal Alabama Community College Upward Bound Program. Your evaluation of this student will be closely examined (along with other factors) during the admission process.

### STUDENT RATING SCALE

#### I. ACADEMIC DATA:

Current GPA \_\_\_\_\_ Cumulative GPA \_\_\_\_\_ Total Number of Units \_\_\_\_\_

#### II. TEST DATA:

Please provide copies of: ACAP/ACT/SAT test scores or any other current test data that would assist the Upward Bound staff in developing an appropriate individual instruction plan.

#### III. COUNSELOR OBSERVATIONS:

Keeping in mind the Upward Bound goal, which is to generate the skills and motivation essential to achieving success in postsecondary education, please respond to the following:

A. Please assess this student's ability to follow rules and regulations (please identify significant disciplinary problems encountered).

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

B. Would you classify this student as:

At risk?  Yes  No

If yes, please explain: \_\_\_\_\_

Gifted/talented?  Yes  No

If yes, please identify areas: \_\_\_\_\_

Learning disabled?  Yes  No

If yes, please define the disability/disabilities and indicate the extent:

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

C. In what way can Upward Bound best address the need of this student?

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

D. Relate this student's potential for success in secondary education.

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

\_\_\_\_\_  
Counselor's Signature

\_\_\_\_\_  
Date

**NOTE: PLEASE ATTACH A COPY OF CURRENT TRANSCRIPT AND TEST SCORES.**