



University Honors Program – Instructions for Applicants

This form will lead you step-by-step through our application procedures. We suggest that you read these instructions carefully, check off the procedures as you complete them, and keep this form for your records.

I. UTC Undergraduate Admissions Checklist –

*If you submit all of these materials by **November 16** to the UTC Undergraduate Admissions Office, you will receive priority consideration for scholarships awarded by that office, including Chancellor's and Provost's Scholarships.*

- A UTC Undergraduate Admissions Application, which can be found online at <https://secure.utc.edu/admissions/secure/>
- The \$30 admissions application fee. See <https://secure.utc.edu/admissions/secure/> for details on application fee options.
- An official transcript sent to UTC Undergraduate Admissions, Dept. 5105, 615 McCallie Avenue, Chattanooga, TN 37403.
- All official reports of ACT and/or SAT scores, if not included on the transcript.

II. University Honors Program Application Checklist –

*If you submit all these materials by **December 15** to The University Honors Program Office, you will be considered both for admission to the UHON Program and for all UHON Scholarships and financial benefits.*

- A complete **Application for the University Honors Program** form (*Note: this is in addition to the UTC Undergraduate Admissions Application; there is no additional fee to apply to the UHON Program.*)
- An **Activity Sheet**. Please use our form to report your activities instead of simply attaching a résumé. However, if you run out of space on the activity sheet, you may attach an additional page. (*Note: do not send additional materials unless they are specifically requested by the UHON staff. Please resist the temptation to send us poetry, newspaper clippings, CDs or the like.*)
- Three evaluation forms** from high school teachers: one from an English teacher, one from a math or science teacher, and the third from another teacher of your choice. All evaluations should be written on the enclosed forms, sealed in letter-sized envelopes, and returned to you in time to submit all of your application materials by **December 15**. It is your responsibility to insure that evaluations are completed and returned to you on time.
- One official high school transcript** sent directly to the University Honors Program, Dept. 1101, 615 McCallie Avenue, Chattanooga, TN 37403. The transcript should include high school grades through the end of the junior year, at least, and a list of courses in progress. The transcript must be sealed in a letter-sized envelope and signed across the back flap by a guidance counselor or other school official. (*Note: this is in addition to the transcript sent to the UTC Undergraduate Admissions Office.*)
- All official reports of SAT and/or ACT scores**, if not included on the transcript. (*Note: this is in addition to the score report sent to the UTC Undergraduate Admissions Office.*)
- An **original piece of writing** of between 500 and 1000 words in length, responding to the following topic: ***if you were to write your autobiography 30 years from now, what would appear on pages 311 and 312?*** Be creative and thoughtful, and have fun.
- International students** should also submit a copy of their TOEFL (Test of English as a Foreign Language) scores, if appropriate.

III. Notice of Receipt

The UHON office will acknowledge receipt of your completed application by email to the address listed on your application. If you do not receive notification within ten days of sending your application, you should email us at univhon@utc.edu or call us at the number listed below. The UHON staff will begin evaluating applications on December 1, 2009. After we have reviewed all the applications, we will notify you by letter about your status and, if appropriate, send you information about the campus candidate conference (see below). If you have not received a letter by January 25, 2010, please contact us.

IV. Campus Candidate Conference

The most qualified applicants will be invited to campus for required interviews, information sessions and activities with students and honors program faculty and staff. These visits provide you the opportunity to learn about the UHON Program and UTC. Applicants will explore the campus, attend university classes and a special seminar, visit with faculty representatives from various departments, and socialize with current UHON students and other applicants. The conferences will also give the UHON staff a chance to evaluate applicants by means of interviews, informal discussions, and observed classroom interaction. Most applicants find these sessions informative, stimulating, and fun. The conferences are scheduled for **January 31-February 1, February 14-15, and February 21-22, 2010**. Please indicate on the application which session you would prefer to attend, should you be selected for interviews. We will make every effort to accommodate your preference, but **early applicants will be given scheduling priority**

V. Financial Benefits

All new UHON Scholars receive significant financial aid. Most UHON students receive a Chancellor's Scholarship or a Provost's Scholarship and a Tennessee HOPE (Lottery) scholarship, as well as a William E. Brock, Jr., Paul Koblentz Memorial, or a Roberta M. "Bobbie" Yates Scholarship. This financial package covers the cost of tuition, fees, and honors housing. In addition, all members in good standing in the UHON Program receive yearly stipends for books and to attend cultural events. UHON students who are not Tennessee residents receive a waiver of out-of-state tuition.

Financial Aid Documents –

To be eligible for Federal and State Grants, Tennessee HOPE Scholarships, work-study opportunities, and various loans, you must submit the FAFSA and other forms required by UTC's Office of Financial Aid. You may obtain these materials and other information online at <http://www.utc.edu/Administration/FinancialAid/> or by calling **(423) 425-4677**.

VI. Addresses

Return UTC Application to:
Undergraduate Admissions 5105
The University of Tennessee at
Chattanooga
615 McCallie Avenue
Chattanooga, TN 37403-2598
(423) 425-4662

Return UHON application to:
University Honors Program 1101
The University of Tennessee at
Chattanooga
615 McCallie Avenue
Chattanooga, TN 37403-2598
(423) 425-4128 or 425-4130

For Financial Aid forms contact:
Office of Financial Aid 4805
The University of Tennessee at
Chattanooga
615 McCallie Avenue
Chattanooga, TN 37403-2598
(423) 425-4677



The University of Tennessee at Chattanooga
**Application for Freshman Admission to
 The University Honors Program**

Photo requested but not required.
 May be sent later.

Full Legal Name _____
Last First Middle

Preferred Name _____

Permanent Address _____
Number and Street

City State ZIP

Present Address _____
Number and Street

City State ZIP

Home Phone Number () _____

Cell Phone Number () _____

E-Mail Address _____
(required)

Date of Birth _____ Gender: M F
Month Day Year

Intended Term of Entry: Fall _____
Year

How did you first hear about the UHON Program?

Brochure
 Guidance counselor
 UHON website
 Program students/alumni
 UTC faculty/staff member
 College fair
 Other _____

Family Background

Father (Living ___ Deceased ___)

Mother (Living ___ Deceased ___)

Full Name

Full Name

Street Address

Street Address

City, State, ZIP

City, State, ZIP

Occupation (optional information)

Occupation (optional information)

College Attended (optional information)

College Attended (optional information)

How many brothers do you have? ___ Ages? ___

How many sisters do you have? ___ Ages? ___

High School:

Guidance Counselor:

Name

Name

Street Address

Phone Number of Guidance Office

City, State, ZIP

The University needs the following information for statistical reporting only. Please choose all that apply to you:

- | | | |
|---|---|--|
| <input type="checkbox"/> African-American/Black | <input type="checkbox"/> Asian | <input type="checkbox"/> Native Hawaiian or Pacific Islander |
| <input type="checkbox"/> American Indian | <input type="checkbox"/> Caucasian/White | <input type="checkbox"/> Other |
| <input type="checkbox"/> Alaskan Native | <input type="checkbox"/> Hispanic or Latino | <input type="checkbox"/> I prefer not to respond |

Schools You Have Attended:

Please list all schools you have attended, including elementary schools:

School Name	Location	Years Attended
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Academic and Career Goals:

Your answers to the following questions do not imply any commitment on your part. List in order of preference the majors you are considering: (You may wish to consult the *UTC Undergraduate Catalog*, online at <http://www.utc.edu/catalogs/>)

1. _____
2. _____
3. _____

In the space below, please discuss your professional goals and aspirations:

Evaluators:

Please list here the three teachers you have asked to complete your teacher evaluation forms:

English Teacher: _____	_____	_____
	Name	Email
Math/Science Teacher: _____	_____	_____
	Name	Email
Other Teacher: _____	_____	_____
	Name	Email

Please indicate your first, second, and third preferences for attending a campus conference session (if selected for interviews) by entering a 1, 2, and 3 in the spaces below. Attendance is required on both days of the session. *Early applicants will be given scheduling priority.*

January 31-February 1 _____ February 14-15 _____ February 21-22 _____

I certify that the statements made herein are true and complete.

Signature: _____ Date: _____



Activity Sheet

Describe your participation in the appropriate columns. If you held an office, please so indicate. The form is to be used merely as a guide. If you participated in any activity not shown here, please add this information.

<i>Name of Activity</i>	<i>Years of Participation</i>				<i>Office or Position Held</i>
	9 th	10 th	11 th	12 th	
Student Government:					
School Clubs:					
Honor Societies and Organizations:					
School Publications:					
Musical Groups (instrumental and vocal):					
Auxiliary Units (majorettes, flag corps, etc.):					
Sports:					
Other:					

Hobbies and Interests:

Employment

Place of Employment	Position Held	Summer or School Year?	Number of Hours per Week

Travel Experience

Destination	Year and Length of Stay	Purpose of Trip

Honors and Awards

Title of Award	Year(s) Awarded			
	9 th	10 th	11 th	12 th

Community & Volunteer Activities

Organization	Position Held/ Type of Work Done	How Often?	Total Hours

Please describe the community or volunteer activity to which you have committed the most time and energy. Why did you choose that activity, and how has the experience shaped your values and goals?

What is the hardest thing you've ever done, and what effect has it had on you?

