

Phase I (Student)

- ☐ Complete and sign UTC Upward Bound Application
- ☐ Submit your completed application to your Guidance Counselor *or UTC Upward Bound Staff*

Phase II (Guidance Counselor)

- ☐ Complete *Guidance Counselor Recommendation* form
- ☐ **Submit Official Middle School and/or High School Transcript(s)** –Including student’s test results from State Standardized Test and ACT scores if applicable

Phase III (Student)

- ☐ **Parent/Student Interview** – Please note that after you submit the *UTC Upward Bound Application Packet*, Upward Bound staff will contact your parent(s)/guardian(s) to schedule an on-campus interview. During the interview, the staff will discuss with you and your family your educational and personal goals.
- ☐ **Income verification** – All students must submit a signed copy of their biological or adoptive parent(s)’ most recent *Federal Income Tax Return*. If you are in foster care, a homeless youth, at risk of being homeless, unaccompanied youth, or you have special circumstances, please notify the Upward Bound staff at 423-425-4691. If you are unable to locate your most recent *Federal Income Tax Return*, please contact your tax preparer or the IRS for a Tax Transcript.
- ☐ Complete *Information Release Form*

UTC Upward Bound Program • 540 McCallie Ave, Suite 423 CSOB, Dept. 5005 • Chattanooga, TN 37403

UT-Chattanooga does not discriminate in admissions, educational programs or employment on the basis of race, sex, national origin or ethnic group, color, age, religion, disability, genetic information, gender, military service, or pregnancy. In compliance with all federal and state laws, including Title VI and Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1992 as well as the ADA Amendments of 2008 (ADAA), and the Genetic Information Nondiscrimination Act of 2008 (GINA),

Although the UB staff is employed by UT-Chattanooga, they do not recruit participants for the college.
As a UB participant, students can participate and receive assistance in applying to any vocational training program, college, and/or university.

UB Staff:

Dr. Belinda Brownlee Lee – Belinda-brownlee@utc.edu
Director
423-425-4691

Mrs. Shayla Davison-Brown – Shayla-davison-brown@utc.edu
Program Coordinator
423-425-4251

Mrs. Joy McCamey – joy-mccamey@utc.edu
Professional Staff
423-425-4387

Office Fax:
423-425-5382

Thank you for your support of the Upward Bound Program @ UT-Chattanooga

Student Information
Please print or type clearly

UT-Chattanooga Upward Bound
(A Federally Funded TRIO Program)



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Section 1. Student Information

Today's Date: _____ Social Security Number _____
First Name _____ Last Name _____ Middle Initial _____
Mailing Address _____ Apt. # _____ Email _____
City _____ State _____ Zip Code _____
Phone Number (H) _____ (C) _____ Date of Birth ____/____/____ Age _____
Gender: ☐ Male ☐ Female
Race: (Check one) ☐ Black/African-American ☐ American-Indian/Alaska Native ☐ Asian ☐ White/Caucasian
☐ Hispanic/Latino ☐ Native-Hawaiian/Pacific Islander ☐ Multicultural ☐ Other/Unknown
Are you a U.S. citizen? ☐ Yes ☐ No
If no, are you an eligible non-citizen? ☐ Yes ☐ No Alien Registration Number A _____
Is English your first/primary language? ☐ Yes ☐ No
Are you currently a participant in another TRIO or federal program such as Talent Search, Upward Bound Math/Science, and/or Gear-up?
☐ Yes ☐ No If yes, in which program are you a participant? _____

Section 2. Secondary School Information

Current Grade Level: _____
Expected Date of High School Graduation: ____/____/____
(Please list the complete name of your high school) _____
If the student is currently in 8th grade, what high school will the student attend the following academic year?

Section 3. Needs Assessment

What category of service would you like to receive from the UTC Upward Program? (Check all that apply)

<input type="checkbox"/> ACT/SAT Preparation	<input type="checkbox"/> Career Counseling	<input type="checkbox"/> College Admissions Counseling
<input type="checkbox"/> College Tours	<input type="checkbox"/> Cultural Event Enrichment	<input type="checkbox"/> Educational Referral Services
<input type="checkbox"/> Educational Counseling	<input type="checkbox"/> FAFSA Assistance	<input type="checkbox"/> Foster Youth and Homeless Educational Assistance
<input type="checkbox"/> Financial Aid Counseling	<input type="checkbox"/> Financial Literacy	<input type="checkbox"/> Interest/Aptitude Testing
<input type="checkbox"/> Scholarship Information	<input type="checkbox"/> Student Loan Counseling	<input type="checkbox"/> Tutoring
<input type="checkbox"/> Other _____		

What do you plan to do after you graduate from high school?

<input type="checkbox"/> Attend a two-year college	<input type="checkbox"/> Attend a four-year college	<input type="checkbox"/> Attend a vocational or trade school
<input type="checkbox"/> Enlist in military	<input type="checkbox"/> Get a job	<input type="checkbox"/> Other: _____

Section 4. Dependency Status

Are you any of the following?

☐ A dependent or ward of the court
☐ An emancipated minor
☐ In foster care or was previously in foster care
☐ Both parents are deceased
☐ Currently in legal guardianship
☐ Homeless or at risk of being homeless
☐ I have special circumstances and I am unable to provide my parental information at this time

Sections 5 through 6 To Be Completed by Parent(s), Legal Guardian, Foster Care Representative
Please answer the following questions on behalf of your child or dependent listed on Page 1 of this application.

The U.S. Department of Education requires the UTC UB Program to have income information on file for a participant's parent(s) in order to determine first-generation and low-income eligibility. Information given is confidential and kept in a secured place.

Section 5. Parent/Guardian Information

Parent/Guardian 1 (Biological) If student is in foster care or considered homeless, please provide your information.

First Name _____ Last Name _____ Middle Initial _____

Phone Number (H) _____ (C) _____ Email: _____

Highest level of school biological or adopted Parent 1 completed? *(Please note, if you are the student's guardian, please answer this question on the biological Parent 1.)*

- ☐ Middle School/Jr. High ☐ High School ☐ 2-year college
☐ 4-year college or beyond ☐ Other/Unknown

Parent/Guardian 2

First Name _____ Last Name _____ Middle Initial _____

Phone Number (H) _____ (C) _____ Email: _____

Highest level of school biological or adopted Parent 2 completed? *(Please note, if you are the student's guardian, please answer this question on the biological Parent 2.)*

- ☐ Middle School/Jr. High ☐ High School ☐ 2-year college
☐ 4-year college or beyond ☐ Other/Unknown

Section 6. Student's Income and Household Information

1. Did you [the student's biological or adoptive parent(s)] complete an income tax return? ☐ Yes ☐ No

If yes, please attach a completed and signed copy of the most recent Federal Tax Return when the completed application is submitted.

2. Household size (number of family members)? _____

To determine the household size, include:

- The student applying for admission into the UTC Upward Bound Program;
- Yourself [the parent(s)];
- The number of other children who will receive more than half of their support from you [the parent(s)] this school year; and
- The number of people who are not your children but who live with you and receive more than half of their support from you, and will continue to receive more than half of their support from you this school year.

3. What is parent(s)' marital status as of today? ☐ Single ☐ Married ☐ Divorced ☐ Separated ☐ Widowed

4. Who does the student listed reside with?

- ☐ Mother ☐ Father ☐ Mother and Father ☐ Mother and Stepfather ☐ Father and Stepmother
☐ Foster Parent ☐ Guardian ☐ Other: _____

5. Did the student or anyone in the student's household receive benefits from any of the following programs? *(Check all that apply.)*

- ☐ Food stamps/SNAP ☐ Free or reduced-priced lunch ☐ Temporary Assistance for Needy Families (TANF)
☐ Special Supplemental Nutrition for Women, Infants and Children (WIC) ☐ None

Section 7. Certifications

Please read the following statements and check the boxes verifying that you have read and agree.

- ☐ We certify that the information provided on this application is true and correct to the best of our knowledge.
☐ We understand that the information provided on this application is strictly confidential.
☐ We understand that if the student needs accommodation for a disability to participate in UB or in any of its scheduled activities, we must contact the UB Program at 423-425-4691 at least 30 working days prior to the activity.

Student's Signature: _____ Date: _____

Parent's Signature: _____ Date: _____

Please check ALL of the following that apply to your family:

- ☐ Family lives in Public Housing
- ☐ Family receive Welfare Benefits
- ☐ Child(ren) participate(s) in the School Free Lunch Program
- ☐ Family Receives Families First Benefits
- ☐ Parents Receives Disability Benefits
- ☐ Family Receive Social Security Benefits
- ☐ Parent(s) are not Employed (do not work)
- ☐ Child(ren) are/is Ward(s) of the State (Foster/Kinship/Guardian Care)

Below are the income ranges that reflect the federal guidelines to which Upward Bound must adhere. Please enter the number of people claimed on your taxes or in your household and check the taxable income range.

Household Size _____

Please refer to your **2020** income tax form for the information. Our family's **2020** taxable income was (**Locate this information on IRS form 1040- Line 37; 1040 A- Line 21; or 1040 EZ – Line 4**): (Effective **January 31, 2021**)

Please check the one that matches your household size and taxable income (check one (1))

- ☐ did not FILE taxes
- ☐ taxable income below \$19,320.00
- ☐ income ranged from \$19,320.00 to \$26,130.00
- ☐ income ranged from \$26,130.00 to \$32,940.00
- ☐ income ranged from \$32,940.00 to \$39,750.00
- ☐ income ranged from \$39,740.00 to \$46,560.00
- ☐ income ranged from \$46,560.00 to \$53,370.00
- ☐ income ranged from \$53,370.00 to \$60,180.00
- ☐ income ranged from \$60,180.00 to \$66,990.00
- ☐ income ranged is greater than \$66,990.00

Please check information that will be provided with this application. **Please attach supporting documentation.**

- ☐ Current Year Tax Forms (1040, 1040A, 1040EZ, etc.)
- ☐ Social Security Administration Explanation of Benefits
- ☐ Other Governmental Source (i.e. Food Stamp Letter, WIC benefits, etc.)
- ☐ Other: _____

I certify by signing below that the above information is correct and that any false or misleading information may result in disqualification of the applicant.

Signature _____ Date _____
Parent/Guardian

School Counselor/Instructor Recommendation



To the high school guidance counselor: Please fill out this form completely.

Please submit:

- ☐ Completed School Counselor or Core Instructor (Math, Science, English) Recommendation Form;
 - ☐ Student's middle/high school transcript with standardized test scores and ACT scores; and
 - ☐ Please hold for a UB staff or mail form with student application to UT-Chattanooga Upward Bound # 5005, 540 McCallie Ave, Chattanooga, TN 37403 or contact: Belinda-brownlee@utc.edu; shyala-davison-brown@utc.edu or Fax: 423-425-5282
- Thank you for your assistance.

Section 1. (This section to be completed by the student.)

First Name _____ Last Name _____ Middle Initial _____
After you have completed Section 1, give this form to your guidance counselor or Instructor.

Section 2.

Counselors/Instructors, please complete this form for the student above.

The above student has applied for admission to the UTC Upward Bound (UB) Program. The UB Program is designed to provide support services to high school students (grades 9-12) in order to prepare them to graduate from high school, enroll and graduate from college. Upward Bound is funded by the US Department of Education and serves students in designated high schools in the Hamilton County School District.

Secondary School: _____ Recommender's Name: _____

Recommender's Phone Number: _____ Recommender's Email: _____

- The student's GPA is _____ on a 4.0 scale Class Rank is _____ in a class of _____
- I have known the applicant for _____ months or _____ years
- How would you categorize the rigor of the student's academic program? If currently in middle school, please evaluate the courses the student will enroll in as a ninth-grade student:
☐ AP and IB ☐ Honors ☐ College Prep ☐ Other _____
- Upon graduation, will the student have completed the HCSD high school course prerequisites for applicants to apply to Tennessee public colleges and universities? ☐ Yes ☐ No ☐ N/A
- Does the student have an IEP? ☐ Yes ☐ No
- Has the student ever been suspended or expelled? ☐ Yes ☐ No
- School Attendance: ☐ Regular ☐ Irregular No. of days missed _____
- Is the student currently participating in credit recovery? ☐ Yes ☐ No
 If yes, what subject(s): _____
- Would you recommend this student to participate in the Upward Bound Program?
☐ Highly Recommend ☐ Recommend ☐ Recommend with Reservations ☐ Do Not Recommend

Tennessee Assessments:

Please indicate the student's performance level on standardized tests:			
	Proficient	Basic	Below Basic
Writing			
English Language Arts			
Math			
Science			
Social Studies			

Please indicate the student's performance level on the ACT			
English		Science	
Math		Writing	
Reading		Composite	

Counselor's Signature: _____ Date: _____

***In addition to completing this form, please include a copy of the student's middle school and/or high transcript, standardized test scores, Individual Education Plan (IEP), attendance record and Individual Graduation Plan (IGP) if applicable.

Information Release Form

Upward Bound



Today's Date: _____ Social Security Number _____

First Name _____ Last Name _____ Middle Initial _____

The UTC Upward Bound Program is required to obtain information from other sources to meet your academic needs and for annual reporting requirements of the U.S. Department of Education. **The US Department of Education requires verification of each participant's academic performance (Grade Point Average-GPA); standardized test scores; secondary school retention and graduation; completion of rigorous secondary school program of study; postsecondary enrollment; and postsecondary completion.** We may need to gather information from middle schools, high schools, colleges, universities, a College Entrance Examination Board, PowerSchool, and other agencies.

- ❖ The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.
- ❖ FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

The UTC Upward Bound Program must have written permission from the parent or eligible student in order to obtain any information from a student's education record. Your signature on this form authorizes UB to:

- ☐ Request a copy of your school and/or college transcript and test scores.
- ☐ Request a copy of school schedules and activities
- ☐ Request a copy of your ACT test scores.
- ☐ Use your Social Security number to request a copy of your financial aid application, transcripts, college enrollment status, and awards from federal & state funding agencies, post-secondary institutions, and the National Student Clearinghouse.
- ☐ Communicate with representatives from agencies, the high school or postsecondary institutions on your behalf.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

***This authorization is valid until canceled or until the rights of the Upward Bound participant are transferred beyond high school, the above listed student is an "eligible student".
The student and parent may cancel this release at any time by submitting a written request to UB Director.***

Tell why you want to be a part of the Upward Bound program.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Note: This assessment is part of your application, and part of consideration of a serious applicant.