

PRAIRIE STATE COLLEGE (PSC)
Ford Heights Scholar Program
Application Packet

Dear Student:

Thank you for your interest in the Ford Heights Scholar Program. Our program is designed to assist Ford Heights students meet their academic goals. To be eligible to participate in Ford Heights Scholar Program, individuals must meet the following guidelines:

- Be enrolled in or accepted for enrollment for **six credit hours** or more at PSC, (full time students have priority).
- Have a need for academic support to successfully complete a PSC degree or certificate.
- Have a completed FAFSA on file at PSC.
- Be a Ford Heights Resident for 1 year or more.
- Have graduated from Bloom Trail High School or received a GED within 5 years.

Our Ford Heights Scholar Program serves a limited number of students every year, so application into the program does not guarantee acceptance. Applications are evaluated on the number of available slots, individual academic need, motivation, and a completed and filed FAFSA.

There are few steps to take to complete the application process:

- Provide proof of residency in Ford Heights (please see attach for proper documents accepted)
- A completed FAFSA
- A completed Recommendation Form from one of the following sources:
 - Guidance counselor from Bloom Trail
 - Community Agencies (CEDA)
 - Teacher from Bloom Trail High School
- Complete the Ford Heights Scholar Application Form.
- High School Transcript or proof of GED
- Complete the Student Self Assessment Form

Bring your completed Application and Self Assessment along with your residency verification to your appointment with the advisor. The advisor will then discuss program eligibility with you. Each student application will be reviewed by the Ford Heights Scholar Selection Committee for final acceptance.

If you are accepted into the Ford Heights Scholar Program, you will be invited to return and complete an *Individual Academic Plan*.

Your initial appointment is with: _____

Date: _____

Time: _____

PRAIRIE STATE COLLEGE
Ford Heights Scholar Program
Self Assessment

Name: _____ Date: _____

How did you hear about Ford Heights Scholar Program?

- College Catalog or Schedule
- Community Agency
- Classmate or another student
- Guidance Counselor
- PSC Enrollment Advisor
- New Student Orientation
- Church
- PSC Website
- Other _____

Please tell us how we can help you and check all that apply:

Academic Needs

- Math Study Skills
- English Study Skills
- Note Taking Skills
- Study Techniques and Skills
- Reading and Text Book Skills
- Test Taking Skills
- College Research Skills
- Tutoring in _____
- Computer/Blackboard Skills
- Time Management

Career Development Needs

- Career Research and Planning
- Academic Planning
- Goal Planning

Financial Needs

- Help with Financial Aid Forms
- Scholarship Information

Personal Needs

- Stress Management
- Financial Management
- Community Resources

Other Needs: _____

Transferring to 4 year colleges:

- Governors State University
- Northern Illinois University
- University of Illinois – Springfield
- University of Illinois – Urbana - Champaign
- Roosevelt University
- DePaul University
- Other: _____

PRAIRIE STATE COLLEGE
Ford Heights Scholar Program
Student Life & Multicultural Affairs, Room 1180, 708-709-3781
Application

PRIVACY ACT: The Prairie State College information is protected by the Privacy Act. No one may see the information unless they work with or for The Student Life & Multicultural Affairs Office, or are authorized to see the information. The information is necessary in order to determine if you are eligible to participate in the Program and to help measure your success.

Contact/Personal Information

Name: _____ Date: _____

PSC Student ID # (if applicable) _____ Date of Birth: ____ / ____ / ____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Alternate Phone: _____

Preferred E-mail Address: _____

Optional

Gender: Female Male

Ethnicity: American Indian/Alaskan Native Asian White/Caucasian Black/African American
 Native Hawaiian/Pacific Islander Hispanic/Latino

Marital Status: Married Single Separated Divorced Widowed

What is your current major at Prairie State College? _____

How many credit hours have you completed at Prairie State College? _____

When did you graduate from high school? _____

Do you have a GED? Yes No If yes, when did you complete your GED? _____

What level of degree do you ultimately plan to complete?

- No Degree – Only Selected Classes
- Certificate Program
- Associate Degree
- Transfer Degree (please write name of transfer college) _____

How long will it take to complete your coursework at Prairie State College?

- less than 1 year
- 1 year
- 2 years
- 3 years
- More than 3 years

Have you attended another college? Yes No If yes, the name _____

Have either of your parents graduated from a four-year college? Yes No

How many people are in your household at the time of this application? _____

Have you filed a FAFSA (financial aid form)? Yes No
 If no, when do you plan to complete it? _____

Services Needed:

What type of services would you need? (select all that apply)

Career Planning
 Tutoring
 Study Skills
 College Survival Skills
 Other: _____

Referred by: _____

PSC Student ID # (if applicable)

Do you have a Bachelor's degree?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you a United States citizen or permanent resident?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you in default on a student loan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, are you enrolling as a freshman at PSC?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you currently enrolled in six or more credit hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you planning to enroll in six or more credit hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you currently enrolled in high school?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Academic Information:

Current High School GPA or Current College GPA: _____

What is your primary language? (English, Spanish, etc.) _____

FOR OFFICE USE ONLY

COMPASS Test Date (1) _____ Reading _____ Writing _____ Math _____ G.E.D. _____

Student is eligible for participation.
 Student is NOT eligible for program participation. Reason: _____

Contract for Services:

I agree to the following . . .

- Meet with the Ford Heights Scholar Program Advisor twice each semester.
- Notify my Ford heights Scholar Program Advisor of my intent to withdraw or drop out of college or the program.

I give permission for the Ford Heights Scholar Program to do the following:

- Request academic information from the appropriate sources
- Request financial aid information from the appropriate sources
- Request progress reports from my instructors and discuss academic issues with instructors

Incomplete applications will only be held for thirty (30) days after the intake interview.

I want to participate in the Ford Heights Scholar Program and certify that the information I provided on the application is correct to the best of my knowledge. I understand that if I fail to perform according to the Program's requirements, I may be dismissed from the Ford Heights Scholar Program. Furthermore, I will maintain a 2.0 cumulative grade point average for the duration of the program. Failure to maintain this grade point average after two academic semesters will result in dismissal from the program. I may appeal my dismissal only once. Consideration will be given to students with extraordinary circumstances.

Applicant's Signature _____ Date _____

PRAIRIE STATE COLLEGE
Ford Heights Scholar Program
Recommendation Form

Student's Name: _____

Instructions: You will need a recommendation from a high school teacher guidance counselor or community agency representative to complete your application to Ford Heights Scholar Program.

Recommender's Comments

The above student is applying for acceptance into the Ford Heights Scholar Program at Prairie State College. The selection committee would appreciate your comments. If you are not able to evaluate any item, please indicate N/A (not able).

Based on your knowledge of the applicant, please rate his or her academic skills.

	Outstanding	Above Average	Average	Needs Improvement
Study skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Writing skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Math Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reading Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Academic Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Based on your knowledge of the applicant, please identify his or her need for Ford Heights Scholar Program

- | | |
|--|--|
| <input type="checkbox"/> High School Academic Record
<input type="checkbox"/> Anticipated Academic Needs
<input type="checkbox"/> More than 5 years since enrollment | <input type="checkbox"/> Level of Motivation
<input type="checkbox"/> Non-Traditional High School |
|--|--|

Based on knowledge of the applicant, please rate his or her motivation.

	Strongly Agree	Agree	Somewhat Agree	Disagree
Has potential for college success	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is highly motivated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has potential for growth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please comment on the student's likelihood of college success:

Signature _____

Phone: _____ Date: _____

Office and Title _____

This form can be sent through campus distribution—Ford Heights Scholar Program—Box #40.

PRAIRIE STATE COLLEGE
Ford Heights Scholar Program
Autobiographical Statement

Student's Name: _____

Instructions: Your answers will help the selection committee determine level of motivation for acceptance into the Ford Heights Scholar Program.

Please use complete sentences and avoid short answers such as yes or no. *If you need more space—please attach additional pages.*

1. Please discuss your educational goals.

2. What steps will you take to accomplish these goals?

3. What steps have you *taken* to accomplish these goals?

Signature: _____ Date: _____

**PROOF OF IDENTITY
AND RESIDENCE FORM**

Date: _____

FIRST NAME: M.I.: LAST NAME:

ADDRESS:

CITY: STATE: ZIP:

HOME PHONE: CELL PHONE:

ALTERNATIVE PHONE: E-MAIL:

Have you ever attended an orientation or taken a class at Prairie State College? Yes No If yes, year _____

-- FOR OFFICE USE ONLY --

(Please submit copies for each purpose)

Documentation provided for: Orientation Ford Heights Scholar Program

FORM OF PHOTO ID – All proof must be current and display name as shown on Proof of Residence

Check one:

- | | |
|--|---|
| <input type="checkbox"/> State-issued Valid Driver's License | <input type="checkbox"/> State-issued Valid Photo ID card |
| <input type="checkbox"/> Military ID w/Photo only | <input type="checkbox"/> City/State issued Welfare, Medicaid, or Food Stamp Card w/Photo only |

FORM OF RESIDENCE—YOU MUST PROVIDE 4 Points of Proof. **Each piece of proof must: be from a unique category below, be the most recent bill or statement, reflect name as shown on ID and display current address. (Account numbers will be blacked out.) Check the appropriate categories.*

Group I – Location connected services
4 POINTS – Provide ONE of the following:

- Cable Bill
- Gas Bill
- Electric Bill
- Phone Bill (Land line only)

Group III – Alternate Proof Accepted
1 POINT – Combine with proof from Group II

- Rent Billing Statement
- Tax Return – Current Year Only
- Retirement Plan Quarterly Statement

Group II – Acceptable Monthly Bills
2 POINTS – Provide TWO of the following:

- Monthly Bank Statements
- Cell Phone Monthly Billing Statement
- Credit Card Monthly Billing Statement
- Student Loan Monthly Billing Statement
- Employment/Unemployment Pay Stub
- Medicare/Social Security Monthly Statement

NOT ACCEPTED:

- Termination of Services notice
- Computerized printout for any bill/service
- Cancelled checks
- Jury Summons
- Employee IDs
- Student IDs
- Voter Registration

USE THIS FORM ONLY IF THE STUDENT HAS NO ACCEPTABLE PROOF OF RESIDENCE. A COPY OF THE PARENT OR GUARDIAN DRIVER'S LICENSE OR OTHER ACCEPTABLE DATED PROOF MUST BE ATTACHED

NOTE: THIS FORM MUST BE RETURNED WITH A STUDENT APPLICATION

State of Illinois
County of Cook

I, _____ do hereby swear that my son/daughter.

Granddaughter/grandson/niece/nephew, _____
Applicant Name

resides with me at _____
Street Address

Ford Heights, IL.

County of Cook, State of Illinois, and that he/she is, and has for a period of at least one year immediately prior to date of this affidavit and application been, a resident of the State of Illinois; that he/she now is, and has for a period of at least six months immediately prior to the date of this affidavit and application been a resident of the County of Cook.

Signature of Parent or Guardian

Date

SWORN TO BEFORE ME THIS

_____ DAY OF _____, 20____

NOTARY PUBLIC

Initial Meeting

Name: _____ Date: _____

- Explain Ford Heights Scholar Program
- Explain advisor's role and regular advising
- Discuss academic interests, career goals, extra-curricular interests
- Review test scores, course requirements, course load
- Explain class schedule book and calendar
- Financial aid status
- Withdrawal procedures

FORD HEIGHTS SCHOLAR PROGRAM ACADEMIC CONTRACT

REGISTER FOR SEM/YEAR: _____

Name: _____ Major: _____
PSC ID Number: _____ Address: _____
Advisor: _____ Phone Number: _____
Employment Hours Per Week: _____ E-mail Address: _____

You have been admitted to Prairie State College as a participant in the Ford Heights Scholar Program. The following conditions of your admittance **must** be read carefully and fully understood prior to registering for classes.

The student agrees to:

- 1) Attend all:
 - classes;
 - scheduled advising sessions;
 - scheduled tutorial sessions;
 - required labs and supplemental instruction sessions; and
 - basic skills courses stipulated by the advisor.
- 2) Begin English and Math requirements within the first year
- 3) Satisfy English and Math proficiency requirements **before** completing 60 credits.
- 4) Study at least two hours a week per credit and complete all assignments on time.
- 5) Drop, add or withdraw courses only with the approval of the advisor.
- 6) Meet all deadlines/dates for adds, drops, withdrawals listed in the Schedule of Classes.
- 7) Accept the course/credit load determined appropriate by my advisor.
- 8) Utilize all available academic support services including those offered by the Ford Heights Scholar Program.
- 9) Maintain a cumulative GPA of 2.0 and remain in good standing as defined by the Student Code of Conduct.

COMMENTS:

I agree to obtain approval from my Ford Heights Scholar Program Advisor for any changes to my registration, including withdrawal. I also recognize and accept that if I make any changes to my registration without my advisor's approval, this may negatively affect my academic progress including my timely transfer to the university/college from which I plan to graduate and graduation itself. I accept the potential consequences of my actions and will not hold my advisor, the Ford Heights Scholar Program, or Prairie State College responsible for changes I make without my advisor's approval.

If I decide not to attend, failure to withdraw in writing will result in full tuition obligation and late fees and interest. Non-attendance does not constitute withdrawal. I understand that abiding by the terms of this agreement could positively affect my advisor's ability to support academic appeals.

Student Signature: _____ Date: _____