

Eligibility Worksheet 2017-2018

Student Name: _____ Date: _____

Highline TRiO increases opportunities for success of first-generation and low-income students who may have disabilities. In order to be considered for the TRiO Student Support Services Program, you must meet the following eligibility requirements:

Primary Eligibility Requirements

- Have a High School Diploma **or** GED/High School Completion; **and**
- Be accepted for enrollment or currently enrolled at Highline College in a college level program; **and**
- Enrolled in a transfer bound program (AA DTA, AA Emphasis, A in Business, etc.) and intend to pursue a bachelor's degree; **and**
- Not already have a bachelor's degree from a four year college or university; **and**
- Be a first generation college student (neither parent nor guardian has graduated from four year college or university) **OR** be low income (according to federal low income guidelines), **OR** have a disability.

Refer to the Federal Low Income Guidelines Table on page two to determine if you are considered low income.

If you do not meet the program requirements please feel free to drop by the office to ask about other campus services that may meet your needs.

TRiO Services

Advising

- TRiO provides top-notch advising to ensure your academic and transfer success. We also provide financial aid and financial literacy advising. TRiO participants are assigned a TRiO Advisor who they will work with you throughout their time at Highline.

Individualized Tutoring

- TRiO offers individualized tutoring in the fields of math, sciences and English. Most tutoring sessions are pre-scheduled.

TRiO Sponsored Courses (2 credits each, elective, tuition waived for TRiO students)

- TRiO Academic Foundations Course – Build your core academic skills that will translate in scholarly work throughout your academic career
- TRiO Transfer Course – Learn about the intricate and rigorous transfer process and build a competitive transfer application that will help you in getting into your four year college of choice
- TRiO Math 91 Lab Course – Receive additional high-quality instruction to succeed in Math 91

TRiO does not provide funding or direct financial assistance

GoTo the TRiO website for more information about our services: trio.highline.edu

TRiO Participant Requirements and Expectations

Ongoing Advising Appointments and Ongoing Participation

- TRiO participants must meet with their TRiO advisor on a consistent and frequent basis and participate in TRiO sponsored activities and services (workshops, campus visits, activities, and events).

Enrollment in a TRiO Sponsored Course

- TRiO participants must enroll in at least one TRiO Sponsored course

Setting the Bar High

- We provide our students with high-level support and expect the best of them, both in effort, time and dedication to academic success and excellence

Our Students Succeed!

TRiO participants' graduate and transfer at two to three times the rate of their peers!

Attach the Following Items with Your Application

- If you have not completed your FAFSA, attach a signed copy of your **income tax return documents**
- If you are a permanent resident, attach a photocopy of your **Permanent Resident card**
- If you have attended other community colleges, include a **copy of your unofficial transcripts**
- Attach a copy of your TRiO Application Short Essay Response (refer to the last page for directions)

*To determine if you meet the federal low income guidelines:

1. Determine if you are an independent or dependent student.

- **Independent**
 - In general, to be classified as an independent student a person must fit into ONE of the following categories: 24 years of age or older, have children (or other dependents), be married, and/or be a veteran of the military
- **Dependent**
 - If you do not meet any of the categories above then you will be considered a dependent student by Financial Aid.

2. Determine correct number of dependents.

- Independent – include yourself, spouse (if married), and any children or others claimed on your taxes.
- Dependent – include yourself, your parents, and other siblings or individuals claimed by your parents on their taxes.

3. Determine taxable income.

- Independent – your 2015 taxable income and your spouse's taxable income (if married)
- Dependent – **you must add your 2015 taxable income and your parents' taxable income together to determine eligibility.** If your parents are married, you must include both of their incomes. If they are legally separated or divorced, include the income of the parent you lived with the most.

4. Review chart to see if your taxable income is at or below Federal Low Income Guidelines.

Federal Low Income Guidelines	
Number of Dependents (include yourself)	Taxable Income
1	\$18,090
2	\$24,360
3	\$30,630
4	\$36,900
5	\$43,170
6	\$49,440
7	\$55,710
8	\$61,980

**For family units with more than 8 members, add the following amount for each additional family member: \$6,270.*



Working together to enhance and support educational access, diversity, and excellence



Program Application

The following information is requested to determine your eligibility for program services. Please answer each question. This information will be kept confidential and used only as outlined in the participant agreement.

SS#: _____ HC Student ID#: _____

Name: _____
Last First MI

Address: _____
Street City State Zip Code

Home phone: _____ Work phone: _____

Cell Phone: _____ Email: _____

(TRiO SSS participants will be automatically added to a TRiO Text Message and Email distribution list. – Contact us if you prefer not to receive text messages)

Birth date: _____ Gender: Male Female

What is your sexual orientation?

Bisexual Gay Lesbian Queer Straight/Heterosexual Other _____ Prefer not to answer

What is your gender identity?

Feminine Masculine Androgynous Gender Neutral Transgender Other _____ Prefer not to answer

What is the race with which you most identify? (Check all that apply if multiracial)

- Native American or Alaskan Native
- Asian American (Specify): _____
- African American
- Hispanic or Latino
- Caucasian or European American
- Native Hawaiian, other Pacific Islander
- Other

If Other, Please Specify Ethnicity/Heritage: _____

Are you a U.S. citizen: Yes No or a permanent resident? Yes, Registration #: A- _____ No

Are you a refugee: Yes No If yes, from what country? _____

Is English your first language? Yes No What other languages do you speak fluently? _____

Have you ever been a foster care or were a ward of the court? : Yes No

Are you a U.S. Veteran (Have you served in the U.S. military)? Yes No

Program Eligibility & Demographics

Your Family's taxable income for last year _____ Family size reported: _____

Marital Status: Single Married Are you: dependent or independent
Are you receiving federal financial aid? Yes No

Did you receive a College Bound Scholarship? Yes No

Are you a first-generation college student (neither parent or guardian(s) has completed a four-year college degree by the time you were 18 years old)? Yes No

Do you have a disability? Yes No
If yes, please describe: _____

If you answered yes to either question above, are you working with HCC Access Services? Yes No

Do you have a bachelor's degree? Yes No

Educational History

What is the first quarter you attended at Highline College (month/year)? _____

What is your current grade level?

- New student – no college credits completed
 First year – completed less than 45 college level credits
 Sophomore – completed at least 45 college level credits

Highest level Math class completed with a 2.0 GPA or better: _____

Highest level English class completed with a 2.0 GPA or better: _____

Have you attended any other colleges? If yes*, which one(s): _____

***Include of copy of your unofficial transcript if you answered 'Yes'**

How many credits are you taking THIS quarter? _____ How many quarters have you COMPLETED at HC? _____

Current College Enrollment Status: Full-time (12+ credits/quarter) Part-time (less than 12 credits/quarter)

Are you a high school graduate? Yes No HS Graduation YEAR? _____

If you did not graduate from high school, did you finish a GED or HS completion program? Yes No

If Yes, YEAR completed? _____

Educational Goals

What is your major/program of study? _____

What are your educational goals? _____

What degree are you seeking here at Highline Community College?

- Associate (2 year degree or program) Certificate (less than 2 years)

Do you plan to directly transfer to a four year College or University after earning your degree at HCC? Yes No

Expected Transfer or Grad. DATE (quarter/year): _____ Intended Transfer Institution: _____

Do you plan to pursue a career in the education field (teacher, counselor, instructor/professor, admin)? Yes No

Support Needs

How can the TRiO Student Support Services Program best support your educational goals?

Please check all that apply:

- | | | |
|---|--|---|
| <input type="checkbox"/> Academic Advising | <input type="checkbox"/> Personal Counseling | <input type="checkbox"/> Career Development/Advising |
| <input type="checkbox"/> Cultural Enrichment Activities | <input type="checkbox"/> ESL Services | <input type="checkbox"/> Financial Aid Advising |
| <input type="checkbox"/> Tutoring | <input type="checkbox"/> Mentoring | <input type="checkbox"/> Personal Development/Support |
| <input type="checkbox"/> Study Skills | <input type="checkbox"/> Transfer Advising | <input type="checkbox"/> Other: _____ |

How did you find out about the TRiO Student Support Services Program? _____

Were you involved with TRiO at any other institution? Yes No

Affidavit of Truth Statement

The information provided on this form is, to the best of my knowledge, accurate and true.

Student's Signature: _____ Date: _____

Parent's Signature (if under 18 years old): _____ Date: _____

Updated: October 23, 2017

Short-Essay Response

Attach a typed written response to each of the questions below, 12-font format.

Address your experiences in each category. Your responses will reflect your motivation and preparation to succeed in college and whether you will benefit from TRiO-SSS services. If you need assistance or clarification, contact the TRiO Program Assistant (contact information below).

1. **What are your academic goals and how will TRiO help you accomplish them? What is currently your greatest academic need?**
(300-400 words)
- 2) ***Important: If your high school or college cumulative GPA is below a 2.0, you must complete the following essay.***
What are your plans to successfully achieve your academic goals? What steps do you plan to take to ensure you follow up on your plan for educational success? (300-400 words)

After I Submit My Application: What Next?

- 1) **Application Process:** It will take 1-2 weeks for TRiO to process your application. If there are spots open in TRiO, and your application progresses through the screening processes, the TRiO Program Assistant will contact you to inform you of your status and schedule an interview with a TRiO Advisor.
- 2) **Interview:** The interview last 1 hour and is conducted by a TRiO Advisor. This is an opportunity for TRiO to learn more about your educational and career goals and will help us determine if you will benefit from our services.
- 3) **TRiO Orientation:** If you successfully go through interview, you will be schedule a TRiO Orientation where you'll be officially inducted as a TRiO Participant and gain access to our services and resources.

Note: If we determine throughout any phase of the application process that either you are not eligible for TRiO, and/or, there are no spots available, the TRiO Director will email you of the status.

TRiO Contact Information

Phone: 206.592.3229

Fax: 206.870.4834

Website: trio.highline.edu

Email: trio@highline.edu

Location: Building 6, Room 156

Address:

Highline College

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