

ELIGIBILITY

- Intend to transfer to a four year college
- Identify with one or more of the following:
 - first generation college student
 - low income
 - have a disability

SERVICES

- Professional Mentorship & Coaching
- Academic & Transfer Advising
- Individualized Tutoring
- Cultural & Community Building Activities
- TRIO Sponsored Courses

**APPLICATION
TIMELINE**

- Step 1** Turn in application to **Blia Xiong, TRIO Program Assistant in Building 6, Office: 156.**
(She will contact you if there is anything missing in your application, applications need to be complete before you can move forward in the process.)
- A complete application includes the following:*
- Completed Program Application Form in black or blue ink
 - Typed response to the short essay question
 - Additional documents if needed (income verification)
- Step 2** Intake Interview with a TRIO Advisor
- Step 3** Mandatory TRIO Orientation with Program Manager, **Eileen Jimenez**
(After this, you are an official TRIO scholar & can take advantage of all TRIO resources!)
- Step 4** Initial/first advising appointment with your TRIO Advisor
- & more** Sign up for:
- Tutoring
 - Campus Visits
 - TRIO Courses
 - Cultural Enrichment Activities
 - TRIO Leadership Opportunities

Please note: As a TRIO scholar, you are required to meet with your TRIO advisor 3 times per quarter and attend at least 1 event per quarter!



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. **Also please use black or blue ink.**

PART 1: PERSONAL INFORMATION

Social Security #: _____ HC Student ID#: _____

Name: _____
Last First MI

Address: _____
Street City State Zip Code

Home phone: _____ Cell phone: _____
(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)

Email: _____ Birth date: _____

Gender: Male Female

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

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

Are you a U.S. citizen: Yes No If no, are you a permanent resident? Yes No

PART 2: ELIGIBILITY

Are you registered for classes full-time (12 or more credits) this quarter or next quarter? Yes No

If you are registered as a full-time student, how many credits are you registered for? _____

If you are not registered for the current quarter, what quarter do you plan to start at Highline? _____

Have your parent(s) or guardian(s) earned a bachelor's degree? Yes No

If yes, did the parent or legal guardian that you primarily resided with until you were 18 years of age graduate with a 4-year Bachelor's degree? Yes No

Do you have a disability? Yes No

If yes, please describe: _____

If yes, are you working with Highline College Access Service department? Yes No

Do you have a bachelor's degree? Yes No

PART 3: VERIFICATION OF INCOME

Low Income Verification: Student Dependent/Independent Status

- | | | |
|---|------------------------------|-----------------------------|
| ➤ Are you 24 years old or older? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ➤ Are you a Veteran of the US Armed Forces? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ➤ Are you married? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ➤ Are you, or prior to age 18, were you a ward of the court or an orphan? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ➤ Do you have legal dependents other than a spouse? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

FURTHER INSTRUCTIONS

- If you checked “Yes” to one or more of the boxes above, provide information for an **Independent Student** in **SECTION A**
- If you checked “No” on ALL of the boxes above, provide the following information for a **Dependent Student** in **SECTION B**

<p>Section A: Independent Student</p> <ul style="list-style-type: none"> ➤ Number of people in your household _____ ➤ Your actual or estimated Taxable Income from most recently filed tax form (IRS Form: 1040 line 43, 1040A line 27, 1040 EZ line 6) <p style="text-align: center;">Check Only One</p> <ul style="list-style-type: none"> <input type="checkbox"/> Below \$18,210 <input type="checkbox"/> \$18,211-\$24,690 <input type="checkbox"/> \$24,691-\$31,170 <input type="checkbox"/> \$31,171-\$37,650 <input type="checkbox"/> \$36,651-\$44,130 <input type="checkbox"/> \$44,131-\$50,610 <input type="checkbox"/> \$50,611-\$57,090 <input type="checkbox"/> \$57,091-\$63,570 <input type="checkbox"/> \$63,571 or above <p style="text-align: center;">_____</p> <p style="text-align: center;">Student Signature</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>	<p>Section B: Dependent Student</p> <ul style="list-style-type: none"> ➤ Number of people in your household _____ ➤ Your actual or estimated Taxable Income from most recently filed tax form (IRS Form: 1040 line 43, 1040A line 27, 1040 EZ line 6) <p style="text-align: center;">Check Only One</p> <ul style="list-style-type: none"> <input type="checkbox"/> Below \$18,210 <input type="checkbox"/> \$18,211-\$24,690 <input type="checkbox"/> \$24,691-\$31,170 <input type="checkbox"/> \$31,171-\$37,650 <input type="checkbox"/> \$36,651-\$44,130 <input type="checkbox"/> \$44,131-\$50,610 <input type="checkbox"/> \$50,611-\$57,090 <input type="checkbox"/> \$57,091-\$63,570 <input type="checkbox"/> \$63,571 or above <p style="text-align: center;">_____</p> <p style="text-align: center;">Parent Signature</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>
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For family units with more than eight members, add the following amount for each additional family member: \$6,480 for the 48 contiguous states, the District of Columbia and outlying jurisdictions; \$8,100 for Alaska; and \$7,455 for Hawaii.

Additional Income Documents: You may attach any of the additional documents to verify your taxable income

- Signed copies of your 2017 IRS Tax Return Form 1040, 1040A, or 1040EZ
- IRS 2017 Tax Transcript

PART 4: EDUCATIONAL INFORMATION

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

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

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? _____

How many credits have you completed at Highline College? _____

What is your major/program of study? _____

What degree are you currently pursuing here at Highline College?

Associate Certificate Bachelor's

Universities/Colleges I plan to attend upon finishing my degree at Highline College:

_____, _____, _____

Career of Interest: _____

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

Educational Needs

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

Please check all that apply:

- | | | |
|---|---|---|
| <input type="checkbox"/> Academic Advising | <input type="checkbox"/> Professional Mentorship/Guidance | <input type="checkbox"/> Career Development/Advising |
| <input type="checkbox"/> Cultural Enrichment Activities | <input type="checkbox"/> Scholarship Search Support | <input type="checkbox"/> Financial Aid Advising |
| <input type="checkbox"/> Tutoring | <input type="checkbox"/> Financial Literacy | <input type="checkbox"/> Personal Development/Support |
| <input type="checkbox"/> Study & Learning 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

If yes, in what TRiO program and at what institution? _____

Affidavit of Truth Statement

By signing this application, I verify that the information provided in this application is true and accurate.

Student's Signature: _____ **Date:** _____

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

Short-Essay Response

Attach a typed 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 need, and how will TRiO help you accomplish them?**
(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 Happens 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, or your needs cannot be adequately addressed by TRiO, and/or, there are no spots available, the TRiO Director will email you of your application 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

MS 6-3

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