

Dear Parent:

Thank you for considering Classic Upward Bound at Creighton University for your student!

Classic Upward Bound is a federally funded program, sponsored by the Department of Education. The Upward Bound program based at Creighton University works with approximately one hundred 9<sup>th</sup> -12<sup>th</sup> grade students in the Omaha metropolitan area. Classic Upward Bound assists selected participants in completing secondary school, enroll in post-secondary school, and complete a bachelor's degree by providing intense academic, career, personal, advising; academic instruction in language arts, mathematics, science; tutorial services; college credit courses after their senior year of high school, cultural and recreational activities throughout the year.

Classic Upward Bound participants must meet family income guidelines as set forth by the federal government. Additionally, neither parent may possess a four-year college degree. Our focus is to target, select and help those students that have the desire and potential to succeed in college. We seek those students with academic, social and/or cultural needs.

Interested students and parents are expected to make a serious commitment to the program. Students meet a minimum of two hours a week for academic support tutoring through, as well as meet with their designated Upward Bound Coordinator for one on one advising. In addition they are required to attend the Saturday Academy on the first and third Saturday of the month, where we include ACT preparation classes, campus tours, etc. During the summer they attend a six-week residential academic component, which is highly rewarding. As long as they meet the requirements of the program during the academic year and summer academy, they remain in Upward Bound until graduation.

We hope that this letter answers a few of the questions that parents often ask. If you have any additional questions, please feel free to call (402) 280-2958. We look forward to hearing from you!

Sincerely,

Project Director

## APPLICATION INSTRUCTIONS & INFORMATION

### Directions for Applying:

Return the items mentioned below in **bold type** to your high school counselor or to the Upward Bound office.

### (1.) Application

- a. The student and parent (s) must complete and sign the **Student Participant Application Form**.
- b. The parents (s) must complete and sign the **School Records Release form authorizing Classic Upward Bound** to obtain copies of their child's High School Transcripts and progress reports.
- c. The student must have the **Observation form** completed by their Guidance Counselor.
- d. The student must have the **Teacher Evaluation form** completed by their English, Math, and Science Teachers.
- e. The parent(s) must provide a source of verification for family income. *One of the following* sources must accompany the application: a) A copy of the most recent parent or family federal income tax form showing **TAXABLE INCOME**, or a statement from Social Security Administration, or the Department of Social Services.

### (2.) Transcript

Prior to an interview, the parent must obtain a recent copy of their child's current **Transcript from** their counselor.

Applications are screened and those applications who meet the criteria based upon family income and parental education guidelines will be granted an interview where both the applicant and the parent will be interviewed. Upon completion of the interview process, a final selection will be made. Those selected will be contacted via letter of acceptance. Classic Upward Bound accepts approximately 15-20 students per year from all nine schools, so if your student is not selected, we encourage them to reapply next year.

The application must be completed and returned with the accompanying forms and /or letters to the Classic Upward Bound Program office with all supporting documentation before a student will be considered admittance.

### MAIL ALL INFORMATION TO:

Classic Upward Bound Program  
Creighton University  
2500 California Plaza  
Markoe Hall, #201  
Omaha, NE 68178

**If you have any questions, please contact our office at (402) 280-2958.**

## CLASSIC UPWARD BOUND FREQUENTLY ASKED QUESTIONS

### WHAT IS CLASSIC UPWARD BOUND?

Classic Upward Bound is a federally funded program that assists Omaha high school students in achieving academic skills and personal growth necessary for successful completion of high school and admission to a four-year college/university. Upward Bound programs supplement the student's high school experience with academic preparation, career exploration and self-development opportunities. Classic Upward Bound at Creighton University is for students who demonstrate a desire for higher education.

### WHO IS ELIGIBLE?

- Students who have earned at minimum of a 2.50 grade point average at the time of the application
- Students enrolled in the 9<sup>th</sup> -11<sup>th</sup> grade. (Upward Bound does not accept students that have attained Senior status)
- Student who are first generation college-bound student (neither parent has earned a four-year college degree)
- Students who meet the U.S. Department of Education income guidelines
- Students that show a need for Classic Upward Bound services.
- Active participation in the Classic Upward Bound Academic year and the Summer residential Academy components

### WHAT ARE THE SERVICES?

Classic Upward Bound provides participants with:

- One-on-one academic advising
- Career Exploration
- Financial Aid/Scholarships exploration
- College Selection
- ACT/SAT Preparation

### WHAT ARE THE ACADEMIC YEAR REQUIREMENTS?

#### **Tutoring:**

- Students are required to attend a minimum of two hours of individual tutoring per week.

#### **Saturday Instruction:**

- Students are required to attend classes from 9:00 a.m. to 12:00 p.m. on the first and second Saturdays of each month.
- Supplemental instructional courses include, but are not limited to:
  - Math: Algebra, Geometry, Calculus, Trigonometry
  - Science: Biology, Chemistry, Physics
  - English: Reading/Writing Skills, Word Study, Writing & Composition, Basic Reference and Speech
  - Social Studies: American/World History, American Government, Business, Human Relations

### WHAT IS THE SUMMER ACADEMY?

Classic Upward Bound offers a six-week residential summer component on the campus of Creighton University. Participants are provided an opportunity to stay in one of Creighton's resident halls, attend classes, and gain exposure to various facets of "college life." Students attend an average of 5-6 hours of instruction per day. The classes are designed to stimulate a collegiate experience. \*Participants who complete the program at graduation are eligible to register for two college classes and earn credit that is transferable to their college of choice.

*(\*Eligibility is determined by academic need (i.e... grade point average), participation and recommendations.)*

Email [classicupwardbound@creighton.edu](mailto:classicupwardbound@creighton.edu)

*Following the completion of this application, if you meet eligibility requirements, both you and your parent(s) will be scheduled for an interview with the Classic Upward Bound staff. This is the final step of the process before your admissions decision will be made.*





**SCHOOL RECORDS RELEASE FORM**

**Student Permission:**

I, \_\_\_\_\_, hereby consent to the release of my academic records  
*(Student's Name)*  
including but not limited to transcripts, grade reports, test scores, course evaluations, attendance records, recommendations and other information regarding my school performance – to **Creighton University Classic Upward Bound**. This release is to be effective throughout my middle school, high school, and college career and includes my final transcripts upon graduation from secondary school and college. It is effective regardless of whether or not I am actively involved with Upward Bound at the time of records request.

\_\_\_\_\_  
**Student's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Social Security Number**

\_\_\_\_\_  
**Birth Date**

\_\_\_\_\_  
**Street Address**

\_\_\_\_\_  
**City/State**

\_\_\_\_\_  
**Zip Code**



**Parent/Guardian Permission:**

As the parent/guardian of \_\_\_\_\_, I hereby consent to the release of my child's  
*(Parent/Guardian's Name)*  
academic records – including but not limited to transcripts, grade reports, test scores, course evaluations, attendance records, recommendations and other information regarding my school performance – to **Creighton University Classic Upward Bound**. This release is to be effective throughout his/her middle school, high school, and college career and includes his/her final transcripts upon graduation from secondary school and college. It is effective regardless of whether or not my child is actively involved with Upward Bound at the time of records request.

\_\_\_\_\_  
 **Parent/Guardian's Signature**

\_\_\_\_\_  
**Date**

 **Family & Income Information**

Please list all family members, including yourself, living in your household and dependent on household income.

**YOUR HOUSEHOLD**

Mother/Guardian: \_\_\_\_\_  
 Father/Guardian: \_\_\_\_\_  
 Yourself: \_\_\_\_\_  
 Brothers (ages) : \_\_\_\_\_ ( )  
 Sisters (ages) : \_\_\_\_\_ ( )

**EXAMPLE**

Mother/Guardian: \_\_\_\_\_ 1 \_\_\_\_\_  
 Father/Guardian: \_\_\_\_\_ 1 \_\_\_\_\_  
 Yourself: \_\_\_\_\_ 1 \_\_\_\_\_  
 Brothers (ages) \_\_\_\_\_ 2 ( )  
 Sisters (ages) : \_\_\_\_\_ 1 ( )

**TOTAL NUMBER IN HOUSEHOLD:** \_\_\_\_\_

**TOTAL NUMBER IN HOUSEHOLD:** 6

Please include your most recent income tax return as income documentation. This information, combined with the household information above and parents' educational levels, allows us to determine whether your child is eligible for the Classic Upward Bound program. Please provide this documentation even if you are certain that your child will not meet our income-eligible guidelines.

**Note: We base eligibility on 'taxable' rather than 'gross' income. When providing a copy of your tax return, please include the full return rather than only the first page.**

**I certify that the attached income information and parental educational level information on the previous page are current and accurate to the best of my knowledge.**

 **Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

-OFFICE USE ONLY / Income Levels-			
Annual Taxable Income: \$ _____		Family Size: _____ Eligibility met? Y / N	
Family Size	Taxable Income Allowed	Family Size	Taxable Income Allowed
1	\$16,245	5	\$38,685
2	\$21,855	6	\$44,295
3	\$27,465	7	\$49,905
4	\$33,075	8	\$55,151

Dear Educator:

This student is applying for admission to the Creighton University *Classic Upward Bound Program*. Classic Upward Bound is an educational enrichment project funded by the United States Department of Education. It is designed to increase its members' academic skills so they can complete high school and enroll in the college of their choice. The program supplements its students' high school experience and assists them in academic preparation, career exploration, and self-development. It is a competitive program serving 100 students annually in the Omaha Public School System.

To assist our program advisors in determining this student's academic motivation and need for program services, it would be greatly appreciated if you would complete the attached questionnaire/evaluation. It is important that we have a thorough evaluation of the student's strengths as well as their academic areas of weakness. Please return the completed evaluation in a sealed envelope to the student, or contact our office and a program Advisor will pick it up.

Thank you in advance for your anticipated cooperation. Should you have any questions or concerns that will aid you in the evaluation process, please feel free to contact the Classic Upward Bound office at (402) 280-2958.

Sincerely,

Anitra Townsend.  
Director

**GUIDANCE COUSELOR EVALUATION**

Student's Name: \_\_\_\_\_

The following ratings are a means for our program to better evaluate the student during the selection process. Please provide response that best describes the student.

**SCALE: 1 = Excellent 2 = Good 3 = Satisfactory 4 = Unsatisfactory 0 = Unable to provide response**

1. Ability to understand and apply basic concepts for his/her grade	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Ability to understand and apply basic concepts for his/her grade	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Student's achievement in his/her classes (Is the student living up to his/her full potential in school	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Student's level of interest in school	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Student's behavior in school	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Student's level of maturity	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Student's level of initiative in seeking assistance when needed	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Student's level of participation in extracurricular activities	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Student's attendance and punctuality	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Student's level of parental involvement in school	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Student's level of interest in attending college	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Student's potential for success in post-secondary education	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Anticipated commitment of student to Upward Bound for entire high school career	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Anticipated commitment of parent to support student in Upward Bound for entire high school career	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Your anticipated level of support of student in Upward Bound for entire high school career	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

In what way do you feel that the services provided by the Classic Upward Program can be of assistance to this student?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Educator's Signature

\_\_\_\_\_  
Date

Once completed, please return to Creighton University Classic Upward Bound Program.

**ENGLISH TEACHER EVALUATION**

Student's Name: \_\_\_\_\_ School \_\_\_\_\_

The following ratings are a means for our program to better evaluate the student during the selection process. Please provide response that best describes the student.

**SCALE: 1 = Excellent 2 = Good 3 = Satisfactory 4 = Unsatisfactory 0 = Unable to provide response**

**1. ABILITY:**

Is able to understand and apply basic concepts of your class/subject

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**2. ACHIEVEMENT**

Is living up to his/her full potential in your class/subject

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**4. IN CLASS PRODUCTIVITY**

Stays on task, fully participates, and complete assignments

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**5. OUT OF CLASS PRODUCTIVITY**

Completes assignments and the required amount of studying to perform well in your class

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**6. MOTIVATION**

Level of motivation in your class

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**7. SUPERVISION**

Is able to work on his/her own

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**8. BEHAVIOR**

Follows rules, accepts consequences and responds to correction

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**9. MATURITY**

Level of maturity in your class

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**10. ATTENDANCE / PUNCTUALITY**

Attendance and punctuality for your class

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**11. POTENTIAL**

Has the potential for pursuing a college career?

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

In what way do you feel that the services provided by the Classic Upward Program can be of assistance to this student?

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\_\_\_\_\_  
Educator's Signature

\_\_\_\_\_  
Date

Once completed, please return to your school Guidance Office/Center or to the Creighton University Classic Upward Bound Program.

**MATH TEACHER EVALUATION**

Student's Name: \_\_\_\_\_ School \_\_\_\_\_

The following ratings are a means for our program to better evaluate the student during the selection process. Please provide response that best describes the student.

**SCALE: 1 = Excellent 2 = Good 3 = Satisfactory 4 = Unsatisfactory 0 = Unable to provide response**

1. **ABILITY:**  
Is able to understand and apply basic concepts of your class/subject  

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
  
2. **ACHIEVEMENT**  
Is living up to his/her full potential in your class/subject  

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
  
4. **IN CLASS PRODUCTIVITY**  
Stays on task, fully participates, and complete assignments  

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
  
5. **OUT OF CLASS PRODUCTIVITY**  
Completes assignments and the required amount of studying to perform well in your class  

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
  
6. **MOTIVATION**  
Level of motivation in your class  

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
  
7. **SUPERVISION**  
Is able to work on his/her own  

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
  
8. **BEHAVIOR**  
Follows rules, accepts consequences and responds to correction  

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
  
9. **MATURITY**  
Level of maturity in your class  

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
  
10. **ATTENDANCE / PUNCTUALITY**  
Attendance and punctuality for your class  

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
  
11. **POTENTIAL**  
Has the potential for pursuing a college career?  

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>

In what way do you feel that the services provided by the Classic Upward Program can be of assistance to this student?

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\_\_\_\_\_  
Educator's Signature

\_\_\_\_\_  
Date

Once completed, please return to your school Guidance Office/Center or to the Creighton University Classic Upward Bound Program.

**SCIENCE TEACHER EVALUATION**

Student's Name: \_\_\_\_\_ School \_\_\_\_\_

The following ratings are a means for our program to better evaluate the student during the selection process. Please provide response that best describes the student.

**SCALE: 1 = Excellent 2 = Good 3 = Satisfactory 4 = Unsatisfactory 0 = Unable to provide response**

1. **ABILITY:**  
Is able to understand and apply basic concepts of your class/subject
 

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
2. **ACHIEVEMENT**  
Is living up to his/her full potential in your class/subject
 

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
4. **IN CLASS PRODUCTIVITY**  
Stays on task, fully participates, and complete assignments
 

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
5. **OUT OF CLASS PRODUCTIVITY**  
Completes assignments and the required amount of studying to perform well in your class
 

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
6. **MOTIVATION**  
Level of motivation in your class
 

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
7. **SUPERVISION**  
Is able to work on his/her own
 

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
8. **BEHAVIOR**  
Follows rules, accepts consequences and responds to correction
 

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
9. **MATURITY**  
Level of maturity in your class
 

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
10. **ATTENDANCE / PUNCTUALITY**  
Attendance and punctuality for your class
 

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>
11. **POTENTIAL**  
Has the potential for pursuing a college career?
 

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>0</b>

In what way do you feel that the services provided by the Classic Upward Program can be of assistance to this student?

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\_\_\_\_\_  
Educator's Signature

\_\_\_\_\_  
Date

Once completed, please return to your school Guidance Office/Center or to the Creighton University Classic Upward Bound Program.

# STAFF

**Ms. Anitra Townsend, Director**

Telephone: 280-2958

E-mail: [afd@creighton.edu](mailto:afd@creighton.edu)

**Ms. Deanna Prentice, Assistant Director**

Telephone: 280-2959

E-mail: [deannaprentice@creighton.edu](mailto:deannaprentice@creighton.edu)

**Ms. Jennifer Johnson, Academic Advisor**

Telephone: 280-2267

E-mail: [jennferjohnson12@creighton.edu](mailto:jennferjohnson12@creighton.edu)

**Ms. Fabian Hayden, Office Manager**

Telephone: 280-2958

E-mail: [fabian@creighton.edu](mailto:fabian@creighton.edu)

**OFFICE:**

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Suite #201

Omaha, NE 68178

Telephone: (402) 280-2958 \* Fax: (402) 280-3032

Office Hours: 8:00 a.m. - 4:30 p.m. Monday-Friday