**Student Name:**

**Upward Bound Program:** Roanoke City Salem Southwest VA

**High School:**

In order to participate in Virginia Tech (VT) Upward Bound (UB)programming, participants and their parent(s)/guardian(s) agree to:

**Students meet monthly with a UB staff member to complete an Individual Success Plan to set and review educational goals.** Some activities may occur during the school day but efforts are made to minimize missed classroom instruction time. While UB can work with students individually to develop the skills and knowledge necessary to graduate with a four-year degree, the cadre of programming is unable to be fully replaced by individual meetings; active participation is expected. Regularly scheduled monthly activities include:

**Group Programming:** The UB program will meet with students at their high schools once a month. Programming topics range from SAT/ACT test preparation to stress management. Meeting dates/times vary and will be determined by the needs of the program and schools.

**Tutorials:** TRIO Programs will host a workshop monthly on the VT campus. The program typically runs from 11 am to 3 pm; pick up and drop off times vary by location. Please check with your assigned Project Advisor, or the tutorial transportation schedule for details. Transportation will be provided for monthly tutorials from the host high school. UB staff will supervise all events and students.

**Tutoring/ Test Preparation:** UB provides access to Study Island, an online tutoring platform with support in most academic areas and ACT/SAT prep. Students are expected to follow the academic plan described on their Individual Success Plan. Each student is responsible for alerting UB staff of academic problems and concerns.

**Summer Program:** During the summer, VT UB provides an opportunity for students to get a taste of college life by living in a residence hall and taking non-credit courses designed to prepare students for postsecondary education. Students must attend for a minimum of two weeks, and up to six weeks. Summer dates and contracts are released during the spring semester. Students may attend every summer, but are expected to attend at least one before entering postsecondary education (they may also attend the summer following high school graduation).

**Monthly Stipend:** Students may earn up to **$40** per month during the academic year and **$60** during the summer by participating in UB activities. In order to receive credit for the monthly stipend, the student must be in attendance; no excused absences are given. Tardiness or leaving early may result in a prorated check, and/or a meeting with the UB staff. Students’ stipends may be reduced as a result of disciplinary action for non-compliance of UB Program rules and regulations. Students will receive up to $15 per FULL week of participation during the Summer Program. During the academic year, the stipend is earned by participation as follows:

CurrentGPA above 2.5: $10

Monthly Tutorial Attendance: $10

Following Academic Plan from ISP (Study Island): $20

**Total: $40**

**Conduct:** Exhibit behavior consistent with the ideals of the TRIO Programs and endeavor to present a positive image of myself and the program at the high school, on the Virginia Tech campus, and whenever involved in an Upward Bound or TRIO-sponsored activity. Follow all guidelines, rules, policies, and regulations of VT, UB, and the high school and/or school system’s Code of Student Conduct. If rules or regulations are broken, participants are subject to UB disciplinary measures, and their respective high school and/or school system’s disciplinary measures. Students placed on suspension or expulsion may have limited participation or be removed from the program, as determined by the program director, in consultation with UB staff, parents/guardians, guidance counselor, principal, and/or county superintendent. UB is a tobacco, drug and alcohol free environment and possession/use of any of these may result in my expulsion from the program. To assist in maintaining a safe environment for all students and staff, participants may also be removed from the program at the discretion of the Director.

**Academic Requirements:** Maintain a **2.5 GPA or higher**, with individual grades of “C” or better, but strive to achieve a 3.0 GPA or higher. Strive to achieve **mastery or above in the state assessments** (SOLs) in Math and Reading.

**Post-secondary Expectations:** Attend a four-year degree program in the fall immediately following graduation from high school. Agree to keep the UB staff informed of any changes in enrollment status, educational plans, or personal information (including changes of address, phone numbers, email, etc.), and agree not to sign a contract for military service without first discussing/reviewing it with UB staff.

**Tracking and Assessment**: Grant permission for UB to obtain any and all information and documentation necessary to meet federal reporting guidelines and to provide appropriate services and interventions. This may include, but is not limited to, high school and/or college transcripts, report cards, and test scores. This release will remain in effect until the end of the federally-required tracking period, or by request for termination.

Students will periodically participate in assessments of learning objectives, program satisfaction, and academic performance. Students may also participate in class projects and assignments for student-interns working with the UB program; this may include videotaping or audiotaping interactions with students.

By signing this agreement, I agree to abide by all guidelines outlined above. Students failing to meet any of the above terms will meet with members of the UB staff to work out deficiencies and determine continuation in the UB program. Situations will be discussed and reviewed individually.

In accordance with the Privacy Act of 1974 (Public Law No. 93-579, 5 U. S.C. 552A), you are hereby notified that the Department of Education is authorized to collect information to implement the Upward Bound program under Title IV of the Higher Education Act of 1965, as amended (Pub. Law 102-325, sec. 402C). In accordance with this authority, the Department receives and maintains personal information on participants in the Upward Bound program. The principle purpose for collecting this information is to administer the program, including tracking and evaluating participants’ academic progress. Providing the information on this form, including a Social Security number (SSN), is voluntary; failure to disclosure a SSN will not result in denial of any right, benefit, or privilege to which the participant is entitled. The information that is collected on this form will be retained in the program files and may be released to other Department officials in the performance of official duties.

Student Signature Date Parent/Guardian Signature Date

Please sign this copy and return it to the UB staff.