**Northern Vermont University- Johnson**

**THE UPWARD BOUND PROGRAM**



**2018-2019 NEW STUDENT PAPERWORK**



* **All paperwork must be submitted by: May 11th, 2019 to be considered for the Summer 2019 Program.**

**UPWARD BOUND – FORMS CHECK LIST**

All forms included in this packet must be returned to our office within 15 days of your acceptance into the program. Please note: We can only guarantee summer slots to your student if we have all summer paperwork in the office by May 11th, 2019.

If you misplace these forms, we can send you additional copies, or you can download them from our website: [www.NVUJUpwardBound.DollarsforScholars.org/summer-forms.](http://www.nvujupwardbound.dollarsforscholars.org/summer-forms.) Please note some forms have information on the front and back side of the paper; be sure to complete both sides and to SIGN ALL FORMS WHERE INDICATED. **Remember, these forms are due in the Upward Bound office by May 11th, 2019 (our last Saturday College Meeting of the academic year).**

**New Student Paperwork:**

* Student/Parent Commitment Form (Yellow)
* Full Value Contract (Yellow)
* Big Five Guidelines Agreement (Pink)
* Medical Treatment and Parental Notification Policy (Pink)
* Student Medical History & Physician Release (Neon)
* Medical Consent Form (Blue)
* Responsible Technology Use Agreement (Green)
* Electronic Communications Release (Gold)
* Academic Year Student Expectations Contracts by Grade Level (White)

**Summer 2019 Paperwork:**

* Cell Phone Policy & Agreement Form (Yellow)
* Leadership Trip and Off Campus Expectations Contract (Pink)
* Permission to Leave Campus Form (Pink)
* Photography/Digital Media Release Form (Green)
* Summer T-Shirt Size Request (Green)
* Water Bottle Replacement Agreement (Neon)
* Summer 2019 Enrichment Course Interest Form (Neon)

Thank you for agreeing to share your son or daughter with us this summer. If you have any questions before the students arrive on campus for the summer, or anytime while they are with us, please feel free to call the Upward Bound staff. Our normal office hours are 8:00 a.m.- 4:00 p.m.

Location: Contacts:

Northern Vermont University- Johnson Tony Blueter, Director

Upward Bound Office, Senators North [Tony.Blueter@northernvermont.edu](file:///\\nvu\files\NVU-J-Staff\Office\upwardbound\Student%20Recruitment\18-19%20Recruitment\Tony.Blueter@northernvermont.edu)

337 College Hill

Johnson, VT 05656 Erica Fuller, Assistant Director

(802)635-1267 [Erica.Fuller@northernvermont.edu](mailto:Erica.Fuller@northernvermont.edu)

**Northern Vermont University - Johnson**

**UPWARD BOUND PROGRAM**

**Commitment Form**

Student: School:

Year in Program:  **NEW** or **RETURNING** (Please circle one)

**Part 1: To Be Completed By STUDENT**

By signing this form, I understand that I am making a commitment to attend Upward Bound for a minimum of one year. This commitment includes full participation in appropriate Upward Bound summer and school-year activities. If at any time during this year I decide to leave the Upward Bound program, I agree to an exit interview with the Upward Bound director and assistant director. If at any time during this year it is determined that I am not fulfilling my commitment as described above, I will be notified and given an opportunity to respond to the concerns.

By signing this form, I agree to abide by the rules and requirements of Upward Bound and Northern Vermont University- Johnson, including but not limited to the Big Five guidelines and Full Value contract (as explained on the reverse of this form) and will not interefere with the ability of other students to do the same. I understand that a goal of participation in Upward Bound is that I will seek to strengthen my academic performance in high school and pursue some form of education after high school.

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Signed (Student) Date

**Part 2: To Be Completed By Parent/Guardian**

By signing this form, I agree to support the above-named student in his/her fill participation in Upward Bound summer and school-year activities. I give permission to this student to attend all regularly scheduled Upward Bound activities under the supervision of trained Upward Bound staff, such activities to include regular transportation in Northern Vermont University College and/or personal vehicles operated by Upward Bound staff.

By signing this form, I agree not to hold the Upward Bound program and staff or Northern Vermont University responsible for any injury occurring to this student while participating in Upward Bound activites and travel. I also give permission for the above-named student to receive emergency medical care should that become necessary in the course of this student’s participation in any Upward Bound activity. I have read and understand Upward Bound’s **Medical Treatment and Parental Notification Policy**.

Signed (Parent/Guardian) Date

**Northern Vermont University - Johnson**

**UPWARD BOUND PROGRAM**

**Full Value Contract**

Each year, we employ the Full Value Contract in setting group and individual goals and guiding group and individual behavior toward those goals. The Full Value Contract is a simple, yet effective set of guidelines for individual behavior and interactions in a group setting. We believe that the use of the Full Value Contract is the most effective strategy to stimulate learning and to help people achieve their goals while participating in a group.

Essentially, the Full Value Contract is a statement made by each group member concerning what s/he is willing to do during the group experience. The purpose of this contract is to help individuals define what areas they want to explore, what behaviors they want to change and what skills they want to learn. Using the contract is a way of stimulating each group member to think about the group and about his/her role in it.

The Full Value Contract specifically asks for the following commitments from group members:

1. An agreement among group members to work together to achieve both the individual goals and the group goals developed and shared during the group experience.
2. An agreement to adhere to certain safety and group behavior guidelines; these guidelines must be discussed and agreed upon by the group.
3. An agreement to give and receive honest feedback. Group members agree to confront and be confronted when their own or another member's behavior does not match with identified goals. Inherent in this feedback process is the belief that every group member has value, and by virtue of having value, has both the right and a responsibility to give and receive open and honest feedback. Confrontation should be done in the spirit of helpfulness and support.
4. An agreement to increase our own awareness of when we are devaluing or discounting ourselves or others and to make a direct and conscious effort to confront and work toward changing this behavior

***Simply put, it is our belief that when we value others and ourselves, others see our value; when others see our value, we value ourselves.***

By signing this form, I acknoledge and agree to (or agree that me son/daughter will) abide by the Full Value Contract while participating in Upward Bound.

Signed (Student) Date

Signed (Parent/Guardian) Date

**Northern Vermont University - Johnson**

**UPWARD BOUND PROGRAM**

**Big Five Guidelines Agreement**

***“BIG 5” Guidelines:***

*The Big Five are a set of guidelines put in place to keep our entire community safe. The Big Five are always in effect, during both the summer and academic year program as well as during any Upward bound sponsored events. Any student found in violation of one of these guidelines will be placed on program probation or dismissed from the program.*

*These guidelines are;*

1. That no member of the community uses non-prescription drugs or alcohol while on the college campus, be in the presence of drugs or alcohol, or return to the campus under the influence of drugs or alcohol. Additionally, all students will support a nonsmoking and Tobacco Free Campus;
2. That no member of the community commits an act of violence to self or others, whether verbal or physical;
3. That no member of the community engages in inappropriate sexual conduct or be on the opposite gender ﬂoor or in another building without permission and;
4. That no member of the community will tamper with or in any way set off any ﬁre safety equipment i.e. fire alarms, ﬁre extinguishers, or smoke detectors;
5. Students are not allowed to bring or possess any guns, knives or weapons of any kind to campus. Students are prohibited from possessing explosives and/or firearms of any kind at any time. (This will result in immediate dismissal and possible charges according to State and Federal laws).

By signing this form, I acknoledge and agree to (or agree that me son/daughter will) abide by the Big Five Guidlines while participating in Upward Bound.

Signed (Student) Date

Signed (Parent/Guardian) Date

**Northern Vermont University - Johnson Upward Bound**

**MEDICAL TREATMENT AND PARENTAL NOTIFICATION POLICY**

The simple aim of this policy is to provide prompt and appropriate medical diagnosis and treatment to students in the care of the Northern Vermont University - Johnson Upward Bound program while keeping parents or guardians informed of such treatment.

Upward Bound requires a signed Medical Consent form for all students prior to their participation in Upward Bound. This signed form permits Upward Bound staff to seek immediate medical attention for students in emergency situations.

Every attempt will be made in such situations to notify parents or guardians prior to or immediately following treatment and to keep parents or guardians apprised of any and all medical developments related to the situation and treatment.

In medical cases of a non-emergency nature, parents or guardians will be notified and their permission sought prior to medical treatment.

Should parents or guardians be unreachable in such non-emergency situations for any reason over a period of time deemed sufficient by the director, the director reserves the right to act on behalf of the parents or guardians to seek treatment in the best interest of the student.

Again, in this situation, notification of the parents or guardians will be sought and made at the earliest possible time prior to or subsequent to treatment. Parents or guardians will be kept apprised of all subsequent developments and/or need for follow-up medical services.

To further provide safety for students in the care of Upward Bound during the summer program, all residential staff will receive certification training in CPR/First Aid. Finally, a supplemental health insurance policy will be purchased for all students for the duration of the summer program.

Any questions concerning the above information should be directed to the director of the Upward Bound program. Parents or guardians who do not consent to any of all the above policy items should notify the director immediately.



**Northern Vermont University - Johnson**

**UPWARD BOUND PROGRAM**

**Medical History and Physician’s Statement**

The following information is required for this student’s file. The information is strictly confidential and will not be released to any other agency without student or parent consent. The information provided will be used to ensure proper participation of this student in program activities and the provision of appropriate medical and health care where necessary. Please refer to the**Medical Treatment and Parental Notification Policy** for further information.

**Part 1: To Be Completed By Parent**

Student Name:

Last First Middle

Person to Contact in an Emergency:

Phone Number: (daytime) (evening)

Parent/Guardian Cell Phone Number:

Indicate below any major illnesses this student has had, specifically approximate date of illness (please include childhood illnesses such as measles, mumps, etc.):

ILLNESS DATE

Indicate below any serious injuries this student has sustained, specifically approximate date of injury:

INJURY DATE

Is this student presently being treated for any illness, injury, or medical condition? **YES / NO**

If yes, please specify illness, injury or condition and treatment:

Will this student be taking medication of any kind that you know if this summer? **YES / NO**

If yes, please specify type and dosage of medication:

Please list any allergies below:

Are there any past or present emotional issues that may influence this student’s ability to participate in activities? **YES / NO**

If yes, please specify:

Other health problems or restrictions:

Date of last Tetanus Booster:

Date of last Physical Examination:

(\*NOTE: Physical examination must have been done within the last year)

Examining Physician at time of last physical (please print name):

**\*\*Part 2 is required ONLY FOR NEW STUDENTS\*\***

**Part 2: To Be Completed by Physician (ONLY NEW STUDENTS)**

This student will be participating in a variety of physical activities to include hiking, backpacking, canoeing and rock climbing. In addition, s/he will participate in regular sporting and recreational activities as might be found in a normal high school physical education program. Please include below any restriction, limitation or medical condition that we should be aware of:

**Signature of Physician**: **DATE**

**Northern Vermont University - Johnson**

**UPWARD BOUND PROGRAM**

**Medical Consent Form**

My signature below authorizes representatives of the NVU-Johnson Upward Bound program to seek emergency medical services for:

Student Name: Date of Birth:

Address: Social Security #:

My insurance information appears below and should be billed for services as the primary insurer. I understand that the Upward Bound program will provide secondary insurance coverage during the summer program should this become necessary.

Signature: Relationship to Student

Phone Number: (day) (evening)

(cell)

Insurance Company:

Policy Number:

Does this insurance company require prior notification before service? **YES / NO**

If yes, who is to be contacted and at what phone

number

**UPWARD BOUND AT NORTHERN VERMONT UNIVERSITY**

**STUDENT TECHNOLOGY RESPONSIBLE USE AGREEMENT**

**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| --- |
| **Safety** |
| Being safe with Upward Bound technology means that:   * I will use technology (Chromebooks, Desktop Computers, Tablets, etc.) for educational purposes in a safe, legal, ethical, and responsible manner. I will not do anything with technology that impacts anyone else’s happiness, safety, or privacy. * I will keep my personal information private and will not share my birthday, social security number, address, or phone number(s). * I understand that passwords are private for my protection and I will be responsible with all of my passwords. I will not share my password with anyone except my school personnel and my parents/guardians. * When using the Internet, I will only visit appropriate websites and engage in appropriate activities/communications. *Guiding rule: Anything you feel you need to hide from a parent or teacher should not be created, accessed, or reproduced.* If I do come across something that I feel is not appropriate I will tell an adult immediately. * I will keep food and liquids away from technology. I will not place decorations (such as stickers, drawings, etc.) on Upward Bound technology property. I will keep devices in the physical condition that it was given to me. |
| I know that I can be safe with Upward Bound technology: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Student Signature) |
| **Respect** |
| Being respectful with Upward Bound technology means that:   * I will treat others with respect. When communicating with others, I will use appropriate language and images. I will not read, alter, or delete the files of other users without their permission. * I understand that the Upward Bound technology is issued to me for my use, but is the property of Upward Bound. I realize that Upward Bound staff may inspect device at any time. * I will notify a parent/guardian, teacher, or Upward Bound staff member immediately in the event of damage, theft, vandalism, or if I become aware of any technology problems or violations. * If my Upward Bound device is damaged, a determination of restitution will be made on a case-by-case basis. This could include community service or making other arrangements. Accidents versus willful destruction will be taken into consideration. |
| I know that I can be respectful with my Upward Bound technology: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Student Signature) |

# Please note that it is your right to request to see a full copy of the Student Technology Custody Agreement at any time. This document will outline a further explanation of what is acceptable technology use.

|  |
| --- |
| **Responsibility** |
| Being responsible with Upward Bound technology means that:   * I understand Upward Bound technology has been issued to me for my educational use. I will be responsible for what happens on my device at all times and will be aware of this if others are using the device. * I will demonstrate that I can use device appropriately at school and home. * I will represent myself honestly and never log in as another user. * I will credit my sources appropriately. * I will make sure that my Upward Bound technology is ready for learning at the start of every day. * I will not erase or evade the browser history on my device. I will be honest in my browsing history at all times. * I will be mindful of the Upward Bound device when in public spaces and keep it safe. This includes while in my backpack. * I agree to return the Upward Bound device, protective case, power cord, USB to network cable adapter, network cable and other Upward Bound device components/accessories assigned to me in working condition at the end of the summer, if I leave the program, and any other time requested. |
| I know that I can be responsible with Upward Bound technology: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Student Signature) |
| **Consequences** |
| I understand that the following costs may be associated with damaging or losing my technology device:   |  |  |  | | --- | --- | --- | | **EQUIPMENT** | **COST PER ITEM IF NOT RETURNED** | **COST PER ITEM IF RETURNED BROKEN** | | Chromebook/ Surface Pro/ Desktop Computers | Retail Value (TBD) | Based on device assessment and repair estimate (TBD) | | Device A/C Adapter | $50.00 | $50.00 |   If I violate any safety, respect, or responsibility guidelines, I will lose the privilege to use Upward Bound technology resources until I have fixed the problem to the satisfaction of all involved. I understand that the use of technology and the Internet at Upward Bound at Northern Vermont University is a privilege, not a right. |
| I recognize the consequences of misusing Upward Bound technology: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Student Signature) |
| **Student Permission** |
| I have read, understand and agree to abide by the “Upward Bound at NVU-Johnson Student Technology Responsible Use Agreement”. I also understand that any violation of the Agreement may result in disciplinary action or be a criminal offense. If I violate this agreement, my access privileges may be revoked, disciplinary actions may be taken, and/or appropriate legal action may be initiated.  **Student Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Parent Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Upward Bound at Northern Vermont University- Johnson**

**Electronic Communications Release Form**

**CHOOSE AT LEAST ONE METHOD OF COMMUNICATION, BELOW.**Please review, sign and return the following Electronic Communications Release Form.

Return via- **Mail**: Upward Bound at NVU-Johnson, 337 College Hill, Johnson, Vermont 05656. **In person**: to UB In-School Coordinator. **Fax**: 802-635-1490. **Email**: [jscupbound@gmail.com](mailto:jscupbound@gmail.com).

This release form is valid for one school year plus summer program.

**PARENT SECTION**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Printed Name Student’s Name

**Permission for Upward Bound at NVU-Johnson to contact me about my child via cell phone or landline.**

\_\_\_\_\_ **I want Upward Bound to use voice messaging to communicate with me.**

Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Permission for Upward Bound at NVU-Johnson to contact me about my child via text messaging.**

\_\_\_\_\_ **I want Upward Bound to use text messaging to communicate with me.**

Cell Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Permission for Upward Bound at NVU-Johnson to contact me about my child via email.**

\_\_\_\_\_ **I want Upward Bound to use email to communicate with me.**

**Upward Bound at Northern Vermont University- Johnson**

**Electronic Communications Release Form**

Please review, sign and return the following Electronic Communications Release Form.

Return via - **Mail**: Upward Bound at NVU-Johnson, 337 College Hill, Johnson, Vermont 05656. **In person**: to UB In-School Coordinator. **Fax**: 802-635-1490. **Email**: UB.RSVP@vttrio.org. This release form is valid for one school year plus summer program

**STUDENT SECTION**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Printed Name

**Permission for Upward Bound at NVU- Johnson to contact me via text messaging.**

\_\_\_\_\_ **I want Upward Bound to use text messaging to communicate with me.**

Cell Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ **I do NOT want Upward Bound to communicate with me via text messaging.**

**2018 - 2019**

**SOPHOMORE YEAR**

**UB EXPECTATIONS CONTRACT**

The following are expectations for your participation in Upward Bound during the school year. Please note that the Big Five UB Guidelines outlined in the summer program are also in effect throughout the academic year programming as well. By signing below, you indicate that you will make every attempt to meet these expectations. Failure to meet any of these expectations may result in probation or dismissal from the program. Until that time, we expect that you will:

* Attend school on a regular basis and remain in GOOD academic standing. All students must also be enrolled in a college preparation curriculum each quarter.
* Demonstrate a consistently good effort in all of your classes. Specifically, you agree that if you earn a grade below proficient in any class during a marking period you will complete UB weekly monitoring forms until grade is brought back to a proficient level or better as evidenced by your next progress report.
* Attend & participate in weekly center meetings at your school. ***Students who fail to attend at least 75% of scheduled center meetings for the academic year will not be guaranteed a slot in the 2019 summer program.***
* If you cannot attend a meeting it is your responsibility to contact your ISC and set up a time to meet individually. Any student who fails to keep in regular contact with their ISC & center will be placed on program probation or may be asked to leave the program. In addition, any student who is employed after school should make arrangements to begin work after your center meeting.
* Attend and participate in Saturday Meetings.
* Complete Quarterly Goal Sheets and Personal Learning Plans
* Complete ALL UB Monthly Assignments including SAT Prep & Career Worksheets
* Create and actively maintain a Dollars for Scholars scholarship profile at

www.jscupwardbound.dollarsforscholars.com**.**

* Plan, coordinate, and lead community service events for your center.
* Regularly check your Upward Bound vttrio.org email account.
* Seek help from your ISC and the UB office staff as soon as the need arises.

**In Return, You Can Expect from Upward Bound**

* Opportunity to develop new leadership skills & attend student conferences and workshops.
* Opportunity to participate in year round cultural, educational, and social activities.
* Opportunity to participate in college tours as scheduled by Upward Bound.
* Opportunity for participation in service learning activities.
* Opportunity to earn up to $100 stipend award for participation in the 2019 summer program.
* Opportunity to earn High School PE credit for participation in summer program.
* Opportunity to receive continued SAT preparation services.

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Student Signature Date Parent Signature Date

**2018 - 2019**

**JUNIOR YEAR**

**UB EXPECTATIONS CONTRACT**

The following are expectations for your participation in Upward Bound during the school year. Please note that the big Five UB guidelines outlined in the summer program are also in effect throughout the academic year programming as well. By signing below, you indicate that you will make every attempt to meet these expectations. Failure to meet any of these expectations may result in probation or dismissal from the program. Until that time, we expect that you will:

* Attend school on a regular basis and remain in GOOD academic standing. All students must also be enrolled in a college preparation curriculum each quarter.
* Demonstrate a consistently good effort in all of your classes. Specifically, you agree that if you earn a grade below proficient in any class during a marking period you will complete UB weekly monitoring forms until grade is brought back to a proficient level or better as evidenced by your next progress report.
* Attend & participate in weekly center meetings at your school. ***Students who fail to attend at least 75% of scheduled center meetings for the academic year will not be guaranteed a slot in the 2019 summer program.***
* If you cannot attend a meeting it is your responsibility to contact your ISC and set up a time to meet individually. Any student who fails to keep in regular contact with their ISC & center will be placed on program probation or may be asked to leave the program. In addition, any student who is employed after school should make arrangements to begin work after your center meeting.
* Attend and participate in Saturday Meetings.
* Complete Quarterly Goal Sheets and Personal Learning Plans.
* Attend the NEACAC Fall College Fair or attend similar experience.
* Create and/or maintain a VSAC, and College Board account.
* Take PSAT in October & the SAT exam in the Spring
* Complete ALL UB Monthly Assignments including Mock College Application, Guidance Meeting Worksheet and all other Junior Assignments.
* Create and actively maintain Dollars for Scholars scholarship profile at: [www.jscupwardbound.dollarsforscholars.com](http://www.jscupwardbound.dollarsforscholars.com).
* Attend the Junior Retreat in February 2019.
* Regularly check your Upward Bound vttrio.org email account.
* Seek help from your ISC and the UB office staff as soon as the need arises.

**In Return, You Can Expect from Upward Bound**

* Opportunity to develop new leadership skills & attend student conferences and workshops
* Opportunity to participate in year round cultural, educational, and social activities.
* Opportunity to participate in college tours as scheduled by Upward Bound.
* Opportunity for participation in service learning activities.
* Opportunity to receive fee waivers for PSAT, SAT & AP exams.
* Opportunity to earn up to $100 stipend during the 2019 summer program.
* Opportunity to earn High School PE credit for participation in summer program.
* Opportunity to receive continued SAT preparation services.

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Student Signature Date Parent Signature Date

**2018 - 2019**

**SENIOR YEAR**

**UB EXPECTATIONS CONTRACT**

The following are expectations for your participation in Upward Bound during the school year. Please note that the big Four UB guidelines outlined in the summer program are also in effect throughout the academic year programming as well. By signing below, you indicate that you will make every attempt to meet these expectations. Failure to meet any of these expectations may result in probation or dismissal from the program. Until that time, we expect that you will:

* Attend school on a regular basis and remain in GOOD academic standing. All students must also be enrolled in a college preparation curriculum each quarter.
* Demonstrate a consistently good effort in all of your classes. Specifically, you agree that if you earn a grade below proficient in any class during a marking period you will complete UB weekly monitoring forms until grade is brought back to a proficient level or better as evidenced by your next progress report.
* Attend & participate in weekly center meetings at your school. ***Students who fail to attend at least 75% of scheduled center meetings for the academic year will not be eligible to participate in the 2019 summer BRIDGE program.***
* Complete Quarterly Goal Sheets and Personal Learning Plans.
* Attend the NEACAC Fall College Fair or similar experience.
* Retake SAT exam in the fall if necessary (scored below 1,000 combined math & verbal sections).
* Complete ALL UB Monthly Assignments including 3 College Applications, Guidance Meeting Worksheet and all other Senior Challenge Assignments.
* Create and actively maintain a Dollars for Scholars scholarship profile at

[www.jscupwardbound.dollarsforscholars.com](http://www.jscupwardbound.dollarsforscholars.com)**.**

* Furnish the UB office with copies of your SAT exam scores, college applications, college acceptance letters, and college financial aid award letters.
* Create and/or maintain a VSAC, and College Board account.
* Apply for a student and parent FSA ID number at fsaid.ed.gov in order to complete your FAFSA this October.
* Complete both the Federal (FAFSA) & State (VSAC) Financial Aid Applications BEFORE January 1, 2019 and provide the UB office with copies of each. (UB will also need a copy of your SAR).
* Regularly check your Upward Bound vttrio.org email account.
* Seek help from the UB office staff as soon as the need arises.

**In Return, You Can Expect from Upward Bound**

* Opportunity to earn $100 scholarship for successfully completing the UB Senior Challenge in December.
* Opportunity to earn additional scholarship support through Dollars for Scholars.
* Opportunity for college & financial aid application support for you and your family.
* Opportunity to receive fee waivers for PSAT, SAT & AP exams.
* Opportunity to earn a UB stipend award for participation in the summer 2019 BRIDGE program.
* Opportunity to win a $500 Book Scholarship by attending summer 2019 BRIDGE meetings.

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Student Signature Date Parent Signature Date

**Northern Vermont University – Johnson Upward Bound**

**Cell Phone Policy and Agreement Form**

**Summer 2019**

For six weeks each summer, Upward Bound students come to NVU-Johnson for a taste of the college experience, a chance to make new friends, and the opportunity to build new skills both in and out of the classroom. Upward Bound provides free of charge a unique college preparatory learning environment. The goal of the summer program is for students not only to prepare themselves academically for college, but to gain independent living skills and confidence to continue onto college after high school graduation.  We strongly believe the foundation of any effective summer program is the successful development of our unique residential campus community. A critical part of establishing our summer community is to provide all community members with learning opportunities to seek out and develop new friendships, explore and discover new talents, which foster a new sense of self-awareness and self-reliance.

The NVU-Johnson UB program has employed a "no cell phone policy" for many years, but we are the first to admit that policy is challenging and sometimes has not been uniformly enforced. In previous experiments with allowing students unlimited use of cell phones we encountered distracted participants who did not fully engaging in their academics and the larger community. This summer we have amended our policy to allow students to bring cell phones to campus. By identifying appropriate times for students to contact family and friends within the summer’s busy schedule, each participant will be given the opportunity to cultivate and balance community expectations and personal independence. Our hope is that by providing students and families with clear guidelines around program expectations critical to the development of our summer community, especially with regard to acceptable cell phone use, will lead to the creation of the best learning environment possible for students’ academic and personal growth.

**UB Cell Phone Policy:**

1. All students will be required to have a completed UB Cell Phone Contract on file with parent signatures.
2. **NO CELL PHONES WILL BE PERMITTED FOR THE LEADERSHIP TRIP WEEK.**
3. If a UB student has permission and brings a cell phone to the summer program, it must be kept in their residence hall room and only be used during free time hours throughout the summer program. These hours will vary but are usually scheduled between 4 - 5 PM and 8:00 and 9:30 pm.
   1. First violation: Written warning and loss of phone privileges for rest of the week;
   2. Second Violation: Contact parent, loss of phone privileges for rest of the week;
   3. Third Violation: Contact parent, loss of phone privileges for remainder of the summer;
   4. Fourth Violation: Contact parent, student will be dismissed from remainder of summer program.
4. In an attempt to assist in the transition back to the UB community on Sunday evenings students are encouraged to not use their cell phone during free time.
5. Upward Bound will not be held responsible for any damage or loss of any cell phone voluntarily brought to the summer program. The UB staff reserves the right to update or amend and/or cease this policy at any point in the summer.

**Agreement:**

Cell Phone Number: ( ) Manufactures Name: Model: Color:

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, have read and understand the cell phone policy set forth by the UB Program.

As the parent/guardian, I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_ **Give Permission** \_\_\_\_ **Do Not Give Permission**

(Parent Name)

for my child to, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, to have a cell phone during the 2019 NVU-Johnson UB Summer Program.

(Student Name)

If at any time my child abuses this privilege by not following the Upward Bound guidelines regarding the use of cell phones, I will be contacted and agree to keep my child’s cell phone at home for the duration of the summer program.

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(Parent Name) (Date)

**Northern Vermont University - Johnson**

**2019 Summer Leadership Trip**

**Requirements & Expectations Contract**

*In order to provide the safest and most engaging trip for all participants, all students need to abide by the following set of program rules and regulations:*

I agree to be a full participant in program activities. This includes maintaining a positive attitude, being on time, and keeping an open mind to ***all*** scheduled activities.

1. I agree to not bring or use any drugs, alcohol, or cigarettes during this experience.
2. I agree to not bring or carry any weapons (i.e. pocket knives, mace, or guns etc.) during this experience.
3. I agree to not tamper with any fire or safety equipment during this experience.
4. I agree to notify the RHD and my Floor Supervisor before this trip of any medication I will need to take while on this trip. This includes the use of a bee sting kit, asthma inhaler, or any other prescription drugs.
5. I agree to not enter another student’s room without the permission of the program staff, and not at all between the hours of 10:00 PM and 8:00 AM. I will also be on my floor at the agreed times and in my room, with the lights out by 11:00 PM. These times may be adjusted at the discretion of the program Director or RHD only.
6. I understand that male students are not allowed in female students’ rooms at any point during this experience. Likewise, female students are not allowed in male student rooms at any time throughout the duration of this trip. Furthermore, I agree to not engage in any inappropriate sexual conduct of any kind during this trip.
7. I understand and agree to support the **UB** **NO STUDENT CELL PHONE POLICY** on this trip. Parents may contact the Program Director at any time or call the UB Office if an emergency situation exists and you must contact your son/daughter. Students will be allowed to use a staff phone if needed to contact parents when time permits. Students are encouraged to purchase or bring a calling card and may use phones in the hotel.
8. I agree to adhere to all of the hotel rules and regulations. Specifically:
   1. Respect the property of the hotel, keep rooms and bathrooms clean. I will not take any property belonging to the hotel (i.e. towels, glasses, remote etc.)
   2. I will not order room service, movies/games, pay-tv channels, or use the phone without the permission of the RHD or program Director. I understand everyone in my room will be responsible for any additional charges billed to the room (this includes damage to the furniture and room).
   3. Stay off the fire escapes except during an emergency situation in the building.
   4. Keep your room windows closed when you are not in your room.
   5. I will not prop open my door at any time and conduct myself in a responsible manner while moving around the hotel in order to not disturb other hotel guest.

**To ensure the safety and well-being of everyone in the group I also agree to:**

* Stay with my group at all times, except with the permission of the RHD or program Director.
* Not carry a lot of money with me.
* Dress appropriately for the day’s activities including footwear.
* Treat everyone with respect, including myself.

I understand that anyone who violates these rules and regulations may be sent home, at **HIS/HER OWN EXPENSE,** at the discretion of the program Director. If I am sent home I understand this will place my continued participation with the UB program in jeopardy.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Date Parent/Guardian Da

**NORTHERN VERMONT UNIVERSITY – JOHNSON**

**SUMMER 2019 UPWARD BOUND PROGRAM**

**PERMISSION TO LEAVE CAMPUS**

Parents/legal guardians are the only authorized individuals allowed to pick up students during the week (please refer to attendance policy). However, we do understand that not all students ride the bus and therefore some parents/guardians may need to authorize another individual to pick up a student on Friday afternoon to transport them home for the weekend.

Please list those individuals who have permission to pick up your son/daughter on Friday afternoons while they are participating in the Upward Bound program, INCLUDING any students with whom your son/daughter has permission to ride home with.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Custodial Parent / Guardian 1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Phone

Custodial Parent / Guardian 2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Phone

My son/daughter has permission to leave campus with the following people:

|  |  |
| --- | --- |
| **Name/Relationship to Student** | **Phone Number** |
| *Example:* Joe Smith (Uncle) | 123-456-7891 |
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**My son/daughter MAY NOT leave campus with the following individuals:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Parent Signature Date

**Northern Vermont University – Johnson**

**Upward Bound Program**

**Photo/Digital Media Release Form**

This letter confirms the agreement between you and Northern Vermont University-Johnson Upward Bound Program regarding your participation in approved Upward Bound activities in which your child may be photographed or videotaped (the Property) from time to time.

In signing this document, you hereby irreversibly grant to the NVU-Johnson Upward Bound Program continuously, entirely, the right to use and incorporate (alone or together with other materials), in whole or in part, photographs or video footage (including print, non-theatrical, home video, CD-ROM, internet and any other electronic medium presently in existence or invented in the future) taken of your child as a result of their participation in approved activities of the Upward Bound Program.

You hereby agree that you will not bring or consent to others bringing claim or action against the NVU-Johnson Upward Bound Program on the grounds that anything contained in the Property, or in the advertising and publicity used in connection herewith, is slanderous, reflects adversely on you or your child, violates any other right whatsoever, including, without limitation, rights of privacy and publicity. You hereby release the NVU-Johnson Upward Bound Program, its director, officers and successors from and against any and all claims, demands, actions, causes of actions, suits, costs, expenses, liabilities, and damages whatsoever that you or your child may hereafter have against the Johnson State College Upward Bound Program in connection with the Property.

This agreement shall not require the NVU-Johnson Upward Bound Program to use the Property or to use any of the rights granted hereunder, or to prepare, produce, exhibit, distribute or exploit the Property.

The NVU-Johnson Upward Bound Program shall have the right to assign its rights hereunder, without your consent, in whole or in part, to any person, firm or corporation.

**AGREED TO AND ACCEPTED on Date:**

Participant’s Name (PRINT)

Signature of Participant Date

Parent or Guardian Name (PRINT)

Signature of Parent or Guardian Date



**Northern Vermont University-Johnson Upward Bound**

**Summer 2019 T-Shirt Request**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please check your t-shirt size:

\_\_\_\_ Small

\_\_\_\_ Medium

\_\_\_\_ Large

\_\_\_\_ X Large

\_\_\_\_ 2 XL

\_\_\_\_ 3 XL

\_\_\_\_ 4 XL

**Upward Bound**

**Northern Vermont University-Johnson**

**Water Bottle & Replacement Agreement**

Each year Upward Bound provides a water bottle to each student and staff member. We encourage students to stay hydrated, and drink the recommended amount of water, which is eight 8-ounce glasses each day. Upward Bound carries out a busy schedule, and students are constantly active on tours, during recreation time, and during other Upward Bound events and trips. After each student has received a water bottle they are responsible to keep possession of his/her water bottle. In addition, we discourage the sharing of water bottles between students in an effort to keep everyone healthy and safe.

By signing below, I agree that Upward Bound provided me (or my son/daughter) with a 32 oz. Nalgene water bottle.

Student Signature:

Parent Signature:

In addition, I, agree that if I lose my Nalgene water bottle I will be responsible for replacing it with a water bottle of my own, or if I choose, I may replace my Nalgene through Upward Bound for a new one at the cost of $12.00 each.

Student Signature:

Parent Signature:

**NVU- Johnson Upward Bound**

**New Student Orientation**

**Escape Room 60 Waiver**



**In consideration of being permitted to engage in the following activity - Attempting to escape from a locked room which may include, but is not limited to, crouching, kneeling, climbing, crawling, and lifting (hereinafter referred to as the “Activity”) coordinated by Escape Vermont LLC dba Escape Room 60 (Williston location) or Escape Room 60 New York (Plattsburgh location), dba Escape Room 60 Plattsburgh - which I acknowledge is unsupervised, I acknowledge and agree to, on my own behalf, and on behalf of my personal representatives, heirs, assigns, executors, administrators and next of kin, as follows in the following waiver:**

<https://www.escaperoom60.com/escape-room-60-waiver-williston-vt/>

*Please continue to the above link to complete your activity waiver. Without this waiver you will be unable to participate in the activity on Tuesday, June 19th, 2019.*