

STUDENT APPLICATION 2019–2020

What is the Expanding Horizons Program (EHP)?

Expanding Horizons (EHP) is a TRiO Student Support Services Program designed to approach student learning and development utilizing holistic methods. Through proactive advising modalities and individualized support plans, students partner with EHP staff to fully realize their innate propensity for academic, career, and personal growth. A sense of belonging is the foundation of EHP's structured experiences which draw upon and enhance students' connection to the campus community, while illuminating individual pathways to their potential and success.

Our Services

- Academic counseling, including study skills and time management skills training
- Individualized academic assessment
- Group and individual tutoring with professional and/or peer tutors
- Support of Peer Mentors
- Peer to peer group learning
- Pre-semester orientation for eligible freshmen and transfer students
- Pre-advising and assistance in course selection
- Mid-semester progress reports from faculty
- Career counseling, including resume development/preparation
- Social and cultural activities and events
- Use of EHP office and computer lab
- Financial literacy education and financial aid advising including federal Pell grants, loan forgiveness programs, public and private scholarships and assistance in completing FAFSA
- Admission and financial counseling for graduate and professional programs

Eligibility

Students are eligible to apply for TRiO Student Support Services at Fitchburg State if they meet the following U.S. Department of Education guidelines:

- Are enrolled in a Fitchburg State University undergraduate degree program or accepted for enrollment at Fitchburg State University (must be working toward first bachelor's degree)
- Are a citizen of the United States or have permanent residency
- Are in need of academic support
- Meet at least one of the following criteria:
 - a. Neither parent graduated from a four-year college or university
 - b. Meet government income guidelines based on taxable income
 - c. Have a documented physical, mental, learning or ADD/ADHD disability

How do I apply?

Students are required to be accepted for enrollment and deposited to Fitchburg State University prior to being considered for enrollment in EHP.

The Department of Education requires documentation of eligibility for participation in this program. Therefore, students must complete the enclosed application in order to be considered for membership in EHP.

Federal requirements also mandate that approximately two-thirds of all students enrolled in the Expanding Horizons Program meet federal low-income guidelines. Because of this requirement, students might not be accepted to the program on a first-come, first-served basis.

Please complete the application to the best of your ability. Missing or incomplete information will delay your application process. Contact our office if you have any questions.



EXPANDING HORIZONS PROGRAM

Fitchburg State University
160 Pearl Street, Fitchburg, MA 01420
(978) 665.3064
www.fitchburgstate.edu/ehp
Hammond Hall / Room 315

EXPANDING HORIZONS STUDENT APPLICATION

Last Name: _____ First Name: _____ Middle Name: _____

Date of Birth: _____ Last 4 digits of Social Security #: **XXX-XX-** _____

Email Address: (PRINT CLEARLY) _____

Home Street Address/Apt. Number: _____

City _____ State _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

• Gender: Male Female• Are you a veteran: Yes No• Have you attended college before: Yes No• Do you plan to live on campus: Yes No

• Have you ever belonged to a TRIO program?

(Upward Bound, Student Support Services, Talent Search, Upward Bound Math Science, Educational Opportunity Center): Yes No• Are you bilingual or multilingual? Yes No Language(s) (other than English): _____• Ethnicity: Are you of Hispanic/Latino origin? Yes No• Race (please mark one or more): American Indian White
 Native Hawaiian Asian
 Black

• Country of Citizenship: _____ If other than USA, indicate Visa type: _____

Resident Alien Number: _____

• Have either of your parents completed a four-year (bachelor's) degree?: Yes No• Do you have a documented disability? Yes No

Your disability must be verified with the Fitchburg State University Disability Services Office.

Are you currently registered with the Fitchburg State University Disability Services Office? Yes No

Please describe your disability and how it affects your learning (optional): _____

Financial Information

Step 1: Please indicate your status as DEPENDENT or INDEPENDENT using the criteria listed below:

Independent Student

- Student is over 24 years of age
- Student is married, a veteran, or otherwise legally emancipated
- Student has legal dependents other than a spouse whom the student supports at least 50% of the time.

Dependent Student (none of the above criteria applies to me)

Step 2: 2017 Federal Income Tax Filing Information

- If you (independent) or your Parent/Guardian (dependent) **have** filed a 2017 Federal Income Tax return, you will **complete Steps 3 & 4** using your (independent) or your parent/guardian's (dependent) 2017 tax return.
- If you (independent) or your Parent/Guardian (dependent) are not required to file a 2017 Federal Income Tax return please give a reason in the line below. (you may need to provide documentation): **Please continue to Certification Section.**

Step 3: Family Members & Income Levels on the Federal Income Tax Return

In addition to information about you (independent) or parent/guardian (dependent), we will need several pieces of information from your tax return. The table below will show you where to find the information based on the version you filed.

Information Needed	1040 Federal Return	1040A Federal Return	1040EZ Federal Return
Total # of Exemptions	Line 6D	Line 6D	Line 6D
Taxable Income	Line 43	Line 27	Line 6

Step 4: Information from your 2017 FEDERAL INCOME TAX RETURN

(Print Clearly—you may be required to provide a copy of your tax returns)

(See the line from the table above for this information)

1. Name(s) as written on your tax return: _____
2. What was the total # of Exemptions on your 2017 income tax return (line 6D)? _____
3. What was the taxable income on your 2017 Federal Income Tax Return? \$ _____

Certification

We certify that any information which we have provided is true and correct to the best of our knowledge. We understand that Expanding Horizons staff will use the data provided on this application form to assist in assessing any academic and/or career planning needs and that all of the information will be used in the strictest confidence.

We also understand that Expanding Horizons staff will use this information to verify your eligibility for participation in the program.

By signing this form, we authorize Expanding Horizons to obtain any and all financial and academic information and/or disability documentation necessary for processing and on-going evaluation of my academic pursuits. **We also understand that the Expanding Horizons staff will assist me in achieving my academic goals only if I fulfill my obligations and that failure to meet my responsibilities as required can result in suspension or termination from the program.**

Student must sign this application. If parent's information was required to complete this application, then parent's signature is also required. Applications missing necessary signatures may be returned unprocessed.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

(must have parent signature if under age 24 and considered a dependent)

All information provided in this application is held under strict confidentiality by EHP staff.

What is your need for academic support in the Expanding Horizons Program? (Check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> Academic Counseling | <input type="checkbox"/> Financial Aid Assistance |
| <input type="checkbox"/> Selecting Courses | <input type="checkbox"/> Scholarship Assistance |
| <input type="checkbox"/> Test Taking Skills | <input type="checkbox"/> Assistance with Educational and/or Career Goals |
| <input type="checkbox"/> Study/Note Taking Skills | <input type="checkbox"/> General Career Counseling |
| <input type="checkbox"/> Time Management/Organizational Skills | <input type="checkbox"/> Interviewing Techniques |
| <input type="checkbox"/> Writing Skills | <input type="checkbox"/> Obtaining an Internship |
| <input type="checkbox"/> Tutoring | <input type="checkbox"/> Preparing a Resume |
| <input type="checkbox"/> Academic Preparedness for College Level Course Work | <input type="checkbox"/> Applying to Graduate/Professional Schools |
| <input type="checkbox"/> Increase Grade Point Average in Required Courses | <input type="checkbox"/> Graduate School Visits |
| <input type="checkbox"/> Financial Literacy Education | <input type="checkbox"/> Peer Mentoring Program |

Why are you interested in EHP? _____

What are your academic and career goals? _____

If accepted into the Expanding Horizons Program, you must commit to the following:

- Meet with your assigned EHP Counselor at least TWO (2) times a semester.
- Attend a MINIMUM of THREE (3) EHP workshops or academic enhancement events each semester.
- Review your mid-term progress reports each semester and discuss your grades with your assigned EHP Counselor or a designated EHP staff member.
- Use the services of EHP that will help you to be a successful college student, as outlined in your EHP Individual Graduation Plan.

The Expanding Horizons Program (EHP) is federally funded by the U.S. Department of Education and is part of the nationwide network of TRIO Student Support Services (SSS) Programs.

OFFICE USE ONLY

Student Cohort Year: _____

Eligibility: _____

First Enrollment Date at FSU: _____

College Grade Level (entry to EHP): _____

Student ID: _____

 Low Income Verified: Yes No

Eligibility Guide

- 1= Low-Income & First-Generation
- 2= Low-Income Only
- 3= First-Generation Only
- 4= Disabled
- 5= Disabled & Low-Income

Grade Level Guide

- 1= 1st year, never attended
- 2= 1st year, attended before
- 3= 2nd year, sophomore
- 4= 3rd year, junior
- 5= 4th year, senior
- 6= 5th year/other undergrad