

Upward Bound



Student Handbook
Academic Year
2011-2012

NAME:

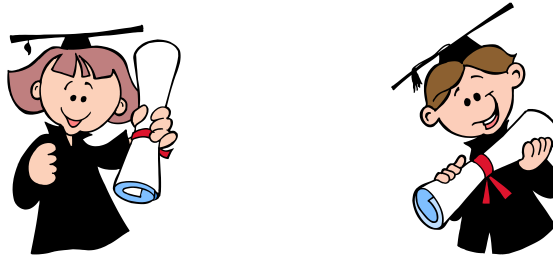
HIGH SCHOOL:

Southwestern Community College 447 College Drive Sylva, NC 28779

828-631-2671

akesgen@southwesterncc.edu

UPWARD BOUND STUDENT PROFILE



DESIRE AND POTENTIAL TO GO TO COLLEGE

FIRST IN YOUR FAMILY TO ATTEND COLLEGE AND/OR
OTHER SPECIAL CIRCUMSTANCES

POTENTIAL TO HAVE AVERAGE TO HIGH TEST SCORES

A, B and C GRADES

DRIVE AND DETERMINATION TO BE SUCCESSFUL

GOAL ORIENTED

READY TO CONSIDER NEW TYPES OF STUDY HABITS

INTEREST IN EXPLORING NEW HOBBIES

WILLINGNESS TO MEET NEW PEOPLE

OPEN MINDED AND ALERT TO NEW DISCOVERIES

HIGH STANDARDS FOR CITIZENSHIP

INTEREST IN CONTRIBUTING TO THE COMMUNITY

Upward Bound Information

Program Information:

Upward Bound is an academic and college preparatory program funded by the US Department of Education. The purpose of Upward Bound is to generate the skills and motivation necessary for students to successfully complete a program of secondary education and to enter and succeed in a program of post-secondary education.

There are over 700 Upward Bound programs across the country. The Upward Bound program at Southwestern Community College serves 50 students from five target high schools: **Blue Ridge, Cherokee, Franklin, Smoky Mountain, and Swain.**

During the academic school year, Upward Bound emphasizes academic support, enrichment, leadership and goal setting. We provide a range of services, which include: weekly tutoring; academic advising; service learning opportunities; cultural, social, and self-enrichment activities; visits to other college campuses; and college entrance exam advising.

The Upward Bound summer program is designed to meet the needs of rising 9th, 10th, and 11th and 12th graders on the SCC Jackson Campus. Students take classes in the core academic curriculum (English, math, science, and foreign language) as well as other areas of study. Students participate in weekly tutoring sessions that focus on study skills development. Summer activities include attending college preparatory classes, visiting numerous colleges around the state, and participating in life and career development programs.

Upward Bound students in their final summer with the program are enrolled in our Bridge Program. The Bridge Program is an important transition between high school and college. Students may enroll in two general education classes (up to six credit hours) during the summer at SCC. Upward Bound pays for tuition, fees, and books.

Program Goals:

As an Upward Bound member, you should keep in mind the goals of the program:

1. To instill in the Upward Bound students a positive attitude toward learning and post-secondary education;
2. To increase the students' ability to relate to their peer group by development of a sense of personal worth;
3. To expose the students to new academic, social and cultural learning experiences;
4. To provide, when necessary, academic assistance to each individual student; and
5. To help the students increase their understanding of and ability to cope with their environment.

Grant Objectives:

In order to meet the purpose of Upward Bound, we have established several student outcome and process objectives on which we are annually measured. These include:

- 1) *80% of all UJB participants, who at the time of entrance into the project had an expected high school graduation date during the school year, will have achieved at the proficient level during high school on state assessments in reading/language arts and math.*
- 2) *70% of 9th, 10th, and 11th grade project participants served during each school year will continue to participate in the Upward Bound Project during the next school year.*
- 3) *70% of all UJB participants, who at the time of entrance into the project had an expected graduation date during the school year, will enroll in a program of postsecondary education by the fall term immediately following the expected graduation date from high school.*
- 4) *60% of all UJB participants who enrolled in a program of postsecondary education during the fall term immediately following high school graduation will be enrolled for the fall term of the second academic year.*

Upward Bound Philosophy:

We believe that Upward Bound is an intervention, so we MUST be different from high school. More of the same is not an intervention! We also believe that "Learning is FUN." By this, we mean that it is our desire to get our students excited about learning. We want our academic environment to encourage exploration and creativity. This often means that we approach classes and learning from a slightly different point of view.

UPWARD BOUND BILL OF RIGHTS

This document was created by the students of the Southwestern Community College Upward Bound Program (updated summer 2007).

As Upward Bound students, we have the right to ...

- No negative statements or actions.
- No discrimination.
- No stereotyping!!!
- If you say something negative about someone, you have to say three positive things in return (Can't be physical or academic attributes).
- "Be all you can be in UB." When in public, you represent UB!
- Contribute our opinions when appropriate and in a respectful manner.
- Discuss situations fervently – in a calm and reasonable manner.
- Choose our activities.
- Understand what's happening – pay attention and listen when being spoken to.
- Be honest to others and ourselves.
- Speak our minds – when appropriate and with respect.
- Assemble "funly" & nonviolently
- Be respected. Show respect to others.
- No disrespect to students from other schools or class ranks.
- Change this document when appropriate and only by vote!
- **Follow the UB Dress Code:**
 - Cover the 4 C's completely (Cracks, crevices, cleavage, cheeks)
 - Skirts/shorts must reach mid thigh *
 - *If you wear a mid thigh skirt, wear leg covering under it
 - Shirts – 2 finger width on sleeve – NO cleavage – Bellies and Backs must be covered
 - Remember to wear/bring appropriate footwear
 - Please wear belts – no underwear visible

Class expectations for Upward Bound ...



FRESHMAN

1. Freshmen are expected to attend at least 80% of the weekly school meetings and make full use of the tutoring program if needed. Homework from class, paperwork for college admission applications or school related reading material are all acceptable uses of after school tutoring times. (See attendance policy.)
2. As with all UB students, freshman are required to maintain at least a "C" average in all courses taken during the school year, with a minimum 2.5 GPA.
3. Course selection should be geared toward fulfilling the Minimum Admission Requirement Standards (MARS). Consult your Guidance Counselor or your UB weekly visit leader for appropriate class selection.
4. Freshman are required to take the PSAT.

SOPHOMORE

1. Sophomores are expected to attend at least 80% of the weekly school meetings and make full use of the tutoring program if needed. Homework from class, paperwork for college admission applications or school related reading material are all acceptable uses of after school tutoring times.
2. As with all UB students, sophomores are required to maintain at least a "C" average in all courses taken during the school year, with a minimum 2.5 GPA.
3. Sophomores are required to take the PSAT.
4. Sophomores are expected to participate fully in all UB activities. Attendance, participation and enthusiasm will serve as role models for others.
5. Course selection should be geared toward fulfilling the Minimum Admission Requirement Standards (MARS). Consult your Guidance Counselor or your UB weekly visit leader for appropriate class selection.
6. Attend the Junior Journey component of the Summer Institute.

JUNIORS

1. Juniors are expected to attend at least 80% of the weekly school meetings and make full use of the tutoring program if needed. Homework from class, paperwork for college admission applications or school related reading material is all acceptable uses of after school tutoring times.
2. Juniors must take the PSAT, if not already done in the sophomore year. Juniors must take the SAT before the end of the school year, preferably in the spring semester.
3. As with all UB students, juniors are required to maintain at least a "C" average in all courses taken during the school year, with a minimum 2.5 GPA.
4. All Juniors are expected to participate fully in all UB activities. Attendance, participation and enthusiasm will serve as role models for others.
5. Course selection should be geared toward fulfilling the Minimum Admission Requirement Standards (MARS). Consult your Guidance Counselor or your UB weekly visit leader for appropriate class selection.
6. Attend the TRAXX component of the Summer Institute. To join the rising-seniors on the TRAXX program, you must meet the following requirements:
 - Maintain 80% Attendance to UB Spring semester
 - Maintain a semester average of 7 participation hrs. per month Spring semester
 - Maintain a GPA of 2.5 or higher for the Spring semester
 - Maintain your college calendar, including taking the SAT Spring semester
 - Be able to show UB staff that you meet all requirements for timely graduation
 - Meet all program requirements in regards to expected behavior/conduct
 - Complete and return the Commitment/Contract

SENIORS

1. Seniors are expected to attend at least 80% of the weekly school meetings and make full use of the tutoring program if needed. Homework from class, paperwork for college admission applications or school related readings are all acceptable uses of after school tutoring times.
2. At least 3 college applications must be completed and mailed before Christmas break.
3. Seniors must take the SAT before Christmas break of their Senior year, even though they may have completed the test during their Junior year. The stipend will be withheld after Christmas until this is completed or until student is accepted into the college of his/her choice.
4. The Federal Financial Aid Form (or FAFSA) must be completed and mailed by March 15th, or earlier, as college requires.
5. As with all UB students, seniors are required to maintain at least a "C" average in all courses taken during the school year, with a minimum 2.5 GPA.

6. Seniors are expected to participate fully in all UB activities even to the extent of displaying leadership for the underclassmen in the program. Attendance, participation and enthusiasm will serve as role models for others.
7. Seniors will attend the "Bridge Program" to assist with the smooth transition to college.
8. All MARS requirements must be met by the conclusion of the senior year.
9. UB Seniors are expected to enroll in a post secondary program after high school graduation.

UB POLICIES AND PROCEDURES

ATTENDANCE

Attendance Policy

Upward Bound strives to provide services to high school students to help them achieve their academic, personal, and professional goals. The success of Upward Bound depends upon participation by the students. In order to maximize the impact of the program, the following attendance policy will be enacted.

Percent Attendance

Percent attendance is based on the number of hours of tutoring and all group meetings attended. A student's percent attendance will be determined according to the following calculation: $(\text{number of hours of tutoring sessions attended} + \text{number of hours of all group meetings attended}) / (\text{number of hours of tutoring sessions offered} + \text{number of hours of all group meetings offered} - \text{number of hours of excused absences})$

The "cumulative percent attendance" will refer to the student's percent attendance for the entire time that he has been an Upward Bound student. The "semester percent attendance" will refer to the student's percent attendance for the current semester. Semester percent attendance will be re-calculated on a weekly basis. Cumulative percent attendance will be calculated at the end of each semester.

All Upward Bound students are expected to maintain a cumulative percent attendance of 80% and a semester percent attendance of 80%.

Provisional Students

Students are required to maintain a cumulative percent attendance of 80% during the initial two-month provisional period in order to enter the program as an official Upward Bound student. Provisional students who do not meet this attendance requirement will not be accepted into the program. In certain cases, those students will be permitted to

reapply for acceptance to the program, but will be required to repeat the two-month provisional period.

Excused Absences

Students are encouraged to participate in activities in addition to Upward Bound. Percent attendance will not be adversely affected by excused absences, which will be granted to students involved in organized school or community activities such as sports, band, quiz bowl, and service learning programs. Students seeking an excused absence must contact an Upward Bound staff member to discuss the date and conflict in question. Decision to grant (or not to grant) an excused absence is at the discretion of the UB staff. In the case of regularly scheduled events such as practice for a sport, students must provide all of the dates of Upward Bound activities from which they seek to be excused. They must also provide a signed note from the supervisor (coach, band director, etc.) of the conflicting event or have "coaches packet" completed.

Excused absences may also be granted for students who work or who have medical appointments which conflict with Upward Bound activities. However, students are encouraged to schedule work around Upward Bound activities whenever possible.

Percent Attendance:

Percent attendance is based on the number of hours of tutoring and all group meetings attended. A student's percent attendance will be determined according to the following calculation: $(\text{number of hours of tutoring sessions attended} + \text{number of hours of all group meetings attended}) / (\text{number of hours of tutoring sessions offered} + \text{number of hours of all group meetings offered} - \text{number of hours of excused absences})$.

The "cumulative percent attendance" will refer to the student's percent attendance for the entire time that he has been an Upward Bound student. The "semester percent attendance" will refer to the student's percent attendance for the current semester. Semester percent attendance will be re-calculated on a weekly basis. Cumulative percent attendance will be calculated at the end of each semester.

Participation Hours:

Participation hours are based on the number of hours of actual contact time the student is present for UB activities. Participation hours are counted for tutoring sessions and all-group meetings. To be involved in the privileges of UB, a student must have at least 4.5 hours per month participation hours. These will be averaged throughout each semester to determine eligibility for privileges.

ATTENDANCE REQUIREMENT: 80% SEMESTER ATTENDANCE

PARTICIPATION HOURS REQUIREMENT: 4.5 HOURS PER MONTH – AVERAGED THROUGHOUT THE SEMESTER

Attendance Probation:

If at any time, a student's cumulative percent attendance or semester percent attendance falls below 80%, he will not be eligible for trips or cultural enrichment events until he meets the attendance expectations listed above.

If at any time, a student's cumulative percent attendance or semester percent attendance falls below 50%, he will be given two months to raise his attendance to above 50% or he will face likely removal from the program.

During the time that the student's percent attendance is below 50%, he will not receive a stipend.

ACADEMICS**Academic Average Requirements**

To be in good academic standing in the Upward Bound program a student is required to maintain at least a "C" grade average or a 2.5 grade point average in each course that is being taken during each grading period. If the "C"/2.5 grade average is not achieved in each class, the academic probation policy will be applied.

Academic Excellence

Upward Bound is an academic support program. Therefore, academic success is one of our highest priorities. Students who are achieving academic excellence will be extended the option of exercising the privileges listed below.

Privileges:

Students on academic excellence will still be eligible to participate in all Upward Bound activities to which they would otherwise have access. Such activities include, but are not limited to: service learning projects, exam cramming sessions, all-group meetings and SAT prep workshops. Students on academic excellence must still maintain 80% attendance to be eligible for participation in cultural enrichment events. Furthermore, they should be aware that their attendance will be considered as a factor in decisions to grant certain benefits, rewards and privileges. Such benefits, rewards and privileges include granting of scholarships and work study positions, eligibility for the Bridge program, eligibility for trips, participation in scholar bowls, and advancement in the rites of passage.

Academic Probation Policy

Upward Bound is an academic support program. Therefore, academic success is one of our highest priorities. Students who are not achieving acceptable academic success will be subject to the following probation policy.

GPA below 2.5:

Student will be placed on Academic Probation, which entails the following:

- At the start of the probation period, students will be given a grading period, during which time they must demonstrate progress toward raising their GPA to an acceptable level.
- To demonstrate this progress, students must have Upward Bound progress reports completed by their teachers each week and present those progress reports to their academic advisor at tutoring sessions.
- Students receiving 100% positive progress reports during the grace period will be allowed to continue attending cultural enrichment events and other Upward Bound recreational activities (such as senior special trip, butterfly/wolf trip, or college tours).
- Students receiving less than 100% positive progress reports, or who miss more than one tutoring session during the grace period, **WILL NOT BE ALLOWED TO ATTEND CULTURAL ENRICHMENT EVENTS OR OTHER UPWARD BOUND RECREATIONAL ACTIVITIES.**
- Evaluation of progress reports as positive is at the discretion of Upward Bound staff and will take into account that student's situation.
- Students will receive a reduced stipend (up to 50% of normal) while on academic probation.
- Students will remain on academic probation until they achieve a 2.5 GPA (or better) on a report card (for each grading period and end-of-semester grade).
- Students whose GPA remains below a 2.5 for consecutive grading periods face possible dismissal from Upward Bound.

For students on academic probation, academic advisors will visit teachers/classes in which the student is earning a D or an F. During that meeting, the academic advisor will provide contact information as well as ascertain the following:

- What the student is doing, if anything, that does not meet expectations.
- What classroom resources, if any, could be provided to the student to help him improve his grade.
- How Upward Bound can help the student improve his grade.
- The teacher's willingness to fill out weekly progress reports.
- How Upward Bound can support the teacher in service to the student.

BEHAVIOR

Behavior Requirements

To be in good behavior standing in the Upward Bound program a student is required to maintain good behavior in his high school and program activities (including the summer program). Behavior is evaluated through teacher/school personnel comments, and the cause, severity and frequency of school suspensions during the school year. Teacher comments, class dismissals and campus behavior during the summer program will also be evaluated. If school officials and/or Upward Bound program personnel deem a student's behavior inappropriate, disciplinary action will be taken.

Benefits, Rewards, and Privileges

Upward Bound staff will consider a student's behavior as a factor in decisions to grant certain benefits, rewards and privileges. Such benefits, rewards and privileges include granting of scholarships and work study positions, eligibility for the bridge program, eligibility for trips, participation in scholar bowls, and advancement in the rites of passage.

Consequences

As a fair and just means of discipline, Upward Bound staff subscribe to natural and logical consequences. This means consequences will be as directly related to the offending action as possible. Other consequences may include, but will not be limited to:

Initial Discussion:

When an Upward Bound (UB) student violates a program rule or regulation, there will be an initial discussion between the student and a member of the UB program staff. This initial discussion will determine if the violation of the rule or regulation is serious and/or frequent enough to be referred to the program director for further disciplinary action. If the violation is not referred to the director, the UB staff member will determine the disciplinary action to be taken within the UB program disciplinary guidelines.

Minor Disciplinary Action:

Students may receive clean-up duty, loss of free time, deductions in or loss of stipends, activity restriction or other consequences as minor action for an offense.

Warning:

A UB student may be placed on warning for the first serious violation of a program rule or regulation by the program director. When a UB student has been placed on warning, the student's parents will be sent written notification of this from the program director. Also, recommendations may be made by the director for specific actions to be taken by the student in reference to the violation (i.e. tutoring will be recommended for students placed on academic warning).

Probation:

A UB student may be placed on probation for the second serious violation of a program rule or regulation by the program director. When a student is placed on probation, the student's parents will be sent written notification of this from the program director. Also, mandatory requirements will be made by the program director for specific actions to be taken by the student, for example, tutoring will be mandatory for students placed on academic probation.

Dismissal:

A UB student may be dismissed from the program for at least two serious violations of program rules and regulations. When a student is dismissed from the program, the student's parents will be sent written notification of this from the program director.

Miscellaneous

Cell phone usage (policy update by student council for summer 2009)

Cell phones are permitted and may be used at anytime except during classes, tutoring sessions or group meetings.

1. Students will be given the option of leaving cell phones in container BEFORE a group/class begins (to prevent distractions) and may retrieve them when the group/class is dismissed.
2. If a student has cell phone VISIBLE (whether or not the student is "using" it) during a UB group/class, student will be asked to give cell phone to staff/teacher. The cell phone will be returned at the **end of the day**.
3. If student refuses to give staff/teacher cell phone, student will be asked to report to the UB director. Staff/teacher will complete a behavior report and policies will be followed including student's behavior will be reported parent/guardian. The cell phone will be returned at the **end of the day**.

Use of SCC facilities

Positive, mature behavior is a must at all times when using SCC resources. Any student who is disruptive or destructive at any of the facilities will be held accountable to the full extent of the behavioral codes.

Unlawful Activity

Any and all actions that are illegal (stealing, possession of illegal substances, vandalism, etc.) will be handled by the proper authority to the extent of the law. The student's legal guardian will be notified.

Dress Code

Students who are attending an Upward Bound sponsored event are expected to follow the UB dress code developed by the student council:

- Cover the 4 C's completely (Cracks, crevices, cleavage, cheeks)

- Skirts/shorts must reach mid thigh *
*If you wear a mid thigh skirt, wear leg covering under it
- Shirts – 2 finger width on sleeve – NO cleavage – Bellies and Backs must be covered
- Remember to wear/bring appropriate footwear
- Please wear belts – no underwear visible

It is understood that clothing that promotes violence or drug and alcohol use, that is sexually suggestive, or is degrading/offensive is not an appropriate choice; students who make these choices will be asked to change.

Stipends

Students involved in the academic year programming may receive up to \$7/week for the first year, \$8/week for the second year, \$9/week for the third year, and \$10/week for the fourth year. Students involved in the summer program may receive up to \$12/week for the first summer, \$13/week for the second summer, \$14/week for the third summer and \$15/week for the fourth/fifth summers. To receive full stipends, students must participate in ALL activities offered that week. Additionally, students are expected to behave appropriately throughout the week and show active interest and investment in activities to receive full stipends.

Communications

Upward Bound letters, newsletters, calendars, etc. will be mailed to your home. It is the student's responsibility to share these with parents and to keep them informed about upcoming events. Please let parents know when you are with Upward Bound and the expected time you will return. When you receive a letter asking for you to return information a stamped envelope or postcard will normally be enclosed. You are expected to return all requested communications promptly.

It is also your responsibility to insure that Upward Bound is notified of any address, telephone or medical changes.

You are expected to notify us regarding any changes that occur as it affects your attendance at an Upward Bound function. You may call using the toll free number or email us. The phone numbers are listed below along with personal email addresses.

Local Phone #: 631-2671

Toll Free Phone #: (800) 447 – 4091

Email: akesgen@southwesterncc.edu

Annette J. Kesgen

Director

akesgen@southwesterncc.edu

Erica Muse

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Academic Advisor

c_renfro@southwesterncc.edu

Tutoring Session Guidelines

Upward Bound tutoring sessions are an active study hall. Students are expected to be prepared to work on an academic project. The tutoring and the student will take a moment to review the past week and establish goals for this group. Tutors will be prepared to facilitate learning exercises in the event that no coursework needs immediate attention. This time is to be spent in challenging, problem-solving activities.

1. Students need to report to the designated area as soon as possible after school and sign in.
2. Students must bring **pencils, pen, a notebook and other resources as required by the work to be completed.** (Tools and supplies can be provided if staff is given notice)
3. Students must be able to present assignments completed and those in progress as well as any communication between teacher/student/tutoring. If not, they will be issued planners in which they will document all assignments.
4. Students are **required** to attend 80% of the tutoring sessions over the span of a semester to remain in good standing. Students who have ongoing commitments can make long-term arrangements (completing a “coaches packet”) to accommodate their absences. Students who have an unplanned event are asked to contact our office using the toll free number.
5. Students are required to contribute to a portfolio that will be stored and maintained in the Upward Bound office. This will include works in progress or completed projects, notes regarding community service and cultural enrichment activity, and general resume items.
6. Students are not to use any tobacco products, alcohol or illegal drugs during study group or any other Upward Bound sponsored event.
7. Students are expected to use this study group time to accomplish academic work. Please limit discussions unrelated to academia to the times that are designated for socializing (before tutoring group, break time or after group as you are waiting for your ride).
8. The physical and emotional safety of Upward Bound participants is a priority. Students and staff are encouraged to refrain from talking about anyone not present; there is a zero tolerance for “put-downs” - derogatory remarks about yourself or other people.
9. Students will be given the final fifteen minutes of group time to complete the tutoring log, receive stipend, and socialize.

Portfolio Ideas



Community Service Projects
Job Recommendations and Promotions
Leadership Involvement and Committee Membership
Membership in Clubs, Teams, Organizations
Essays from School
Narratives about an Upward Bound Event
Participation and Victories in Competition
Newspaper Clippings
Travel Experiences
Letters from Teachers or Mentors
Results from Testing
Samples of Art Work and Projects
Junior Journey Portfolio Entries

Rites of Passage for Upward Bound Students

Students enter Upward Bound on a provisional basis. After being “on provisional” for two months, students will interview with Upward Bound staff to determine whether or not they may formally commit to being a member of the Upward Bound program. Students will begin as Upward Bound members and may pass into various stages throughout their high school career, as earned by the following criteria:

Butterfly- Individuals entering a stage of transformation and change

- Students must be Freshman, Sophomores, Juniors or Seniors.
- Students must have completed one summer session with Upward Bound.
- Students must complete a minimum of 8 hours of Community Service.
- Students must exhibit positive behavior during group and tutoring meetings and have minimal or no violations at school for the current semester.
- Students must maintain a minimum of a B- average.
- Students must attend 80% of the program activities.

Wolf- Those who are gentle teachers and gracious learners

- Students must be Sophomores, Juniors or Seniors.
- Students must have completed at least 2 summer sessions with Upward Bound.
- Students must complete a minimum of 25 hours of Community Service.
- Students must exhibit excellent behavior, including supporting and encouraging other UB students and have minimal or no violations at school for the current semester.
- Students must maintain a minimum of a B- average.
- Students must attend 80% of the program activities.
- Students must have written a minimum of 1 article for the UB newsletter.
- Students must have taken the PSAT.
- Students must have a minimum of one job shadowing experience.

Mountain Lion- Those who have proven themselves as positive leaders

- Students must be Juniors or Seniors.
- Students must have completed at least two summer sessions with Upward Bound.
- Students must complete a minimum of 50 hours of Community Service.
- Students must have continually shown leadership ability within the UB group and have minimal or no violations at school for the current semester.
- Students must maintain a minimum of a B- average.
- Students must attend 80% of the program activities.
- Students must have written a minimum of 2 articles for the UB newsletter.
- Students must have taken the SAT before Christmas Break.

- Students must have a minimum of three job shadowing experiences.
- Students must have given at least one presentation to the UB group on any topic approved by staff or have lead an activity at UB
- Students must complete at least three college applications before Spring Break of their Senior Year.

STUDENT COUNCIL

Criteria for being a member of the Upward Bound Student Council:

- Must be a Butterfly, Wolf or Mountain Lion or an elected school representative
- Maintain an overall GPA of 2.5 or above
- Currently be an ACTIVE participant in UB, i.e., attending student council meetings, attending all-group meetings, having 80% attendance
- Possess leadership skills
- Be a willing team player
- Willingly to make a one year commitment (calendar year)–includes the summer program

Membership process:

- Elections are held each December for the next calendar year.
- Wolves are added automatically on student council and stay on the student council permanently as long as they are fulfilling their duties.
- Student Council responsibilities are for the calendar year.
- One representative and one proxy from each school are elected and serve through the calendar year – as long as they are fulfilling their duties.
- If the student is not meeting the membership criteria, he will be given a one-month warning; and if his behavior does not change, the school proxy will replace him on the student council.

Current responsibilities:

- Be leaders in all UB events
- Contact person at each school for reminders, changes in schedule, etc.
- Listen to participant suggestions and share with staff
- Appeal UB decisions, policies, procedures
- Review student violations, especially during the Summer Institute
- Be peer mentors
- Attend student leadership conferences
- Meet at least once/month

SCHOLAR BOWL

Scholar Bowl Team Selection Procedures:

SCC's Upward Bound Program participates annually in a scholar bowl competition held each spring. This activity provides participants an excellent opportunity to interact with other Upward Bound students from the region, as well as the opportunity to test their knowledge in a fun and competitive environment. The team will practice approximately once a month at regularly scheduled Upward Bound meetings. Membership on the team is a privilege and will be determined according to the following procedures:

The SCC Upward Bound Scholar Bowl team will be selected in the fall of each year and will consist of eight (8) members. The traveling squad will consist of six (6) members, as determined by attendance to team practices. In the event of a tie, preference will be given to students of higher class rank and then to students of higher rank in the rites of passage. The two non-traveling members of the team will be asked to take the place of any competitor that cannot travel to the event.

Membership on the Upward Bound Scholar Bowl team will be earned by students who are invested in the program and active in Upward Bound, who have consistently taken responsibility for their actions and contributed to the group in a positive way, and who have demonstrated a high level of academic performance. Preference will be given to students who have participated on the team in the past.

Step 1:

UB staff will determine the students who meet the following criteria (based on the previous academic year and summer):

- 80% attendance to UB events
- Positive attitude in UB
- Few behavior violations at school during the previous year
- Above a 3.0 GPA for the previous year

Step 2:

Members of the previous year's team who meet the criteria listed in step 1 will be invited to participate on the team.

Step 3:

Those students identified in step 1 (who were not members of the previous year's team) will be invited to participate in an open competition for the available slots. This competition will include questions both toss-up and bonus type questions

Upward Bound Student Contract

I, _____ agree to meet the following requirements as long as I remain in the Southwestern Community College Upward Bound Program.

- 1 - Commit to serving as a participant in the program through graduation of high school.
- 2 - Attend a 2 or 4 year college program after graduation from high school and completion of the Bridge Program.
- 3 - Agree to allow high schools and colleges to release information and educational records to the Upward Bound program for the purpose of developing my educational program and for tracking my educational progress through postsecondary graduation.
- 4 - Attend 80% of all regularly scheduled Upward Bound meetings during the academic year and summer institute.
- 5 - Participate in the TRAXX program the summer before senior year and throughout senior year.
- 6 - Attend the summer Bridge program at SCC the summer after senior year.
- 7 - Attend school regularly, participate fully in all classes and practice exemplary behavior both in and out of class.
- 8 - Report my grades to Upward Bound after each grading period, while maintaining a minimum of 2.5 GPA.
- 9 - Contact the Upward Bound office as soon as possible if I am unable to attend any required program functions.
- 10 - Enroll in and complete courses that meet the North Carolina University Minimum Admissions Requirements and the Upward Bound requirements.
- 11 - Take the PSAT freshman and sophomore year and the SAT and/or ACT junior and senior year.
- 12 - Abide by all transportation rules to insure safe travel.
- 13 - Abide by all Upward Bound policies and procedures as outlined in the student handbook.

I understand that I can be dropped from the program for not meeting any of these requirements. I am eligible to receive full stipend benefits from the Upward Bound Program if I fully participate in all academic, tutoring, and advising services that are required of me as a participant in the Upward Bound Program.

Parent Signature and Date:

Student Signature and Date:

Director Signature and Date:
