



EvanstonScholars

Class of 2018 Scholar Guidelines

Welcome to Evanston Scholars!

We look forward to spending the next six years working with you to develop your academic potential, to make the most of your time at Evanston Township High School, to find the best-fit (academic, financial and social) college of your choice, and to help you achieve college success and graduation. This document presents an overview of expectations and guidelines to which you must adhere during your time in the program. Additional documents and forms pertaining to particular aspects of the program will be distributed on an ongoing basis. We are excited for you to join the Evanston Scholars family!

Our Mission: Evanston Scholars is a non-profit organization that improves college access and success for a diverse group of ambitious Evanston students who are traditionally first-generation college entrants, low-income, and students of color, starting with the college admissions process and continuing through college graduation.

Our Model: ES works closely with each Scholar, in both individual and group formats, on all aspects of college access and success. We provide numerous resources and supports, both direct and indirect. We are committed to your success, and in turn, we expect your full engagement and participation in the program. This means we expect you to comply with all stated requirements, as well as complete all assigned tasks related to the college process.

Organizational Responsibilities/Expectations

During the High School Years program, Evanston Scholars will provide our Scholars:

- A college-educated mentor to support you with all aspects of your journey to and through college
- Individual support for course selection
- Regular grade check-ins
- Access to summer college programs and other summer opportunities
- Personalized college counseling
- Workshops and seminars including:
 - The Power of Your Transcript
 - Resume Writing
 - Summer College Opportunities

- College Affordability (including applying for scholarships and completing financial aid forms)
- College Application/Essay Boot Camp
- College Admissions Interviewing
- Transitioning to College
- Tips and Techniques for College Success
- ACT preparation, including step-by-step instruction and full-length practice exams
- Campus visits
- Weekly emails and a monthly ES Bulletin with tips and reminders
- Job counseling
- Ongoing contact and networking with peers, mentors, current College Scholars and Evanston Scholars staff

During the College Years program, Evanston Scholars will provide our Scholars:

- 1:1 meetings at least twice a year to review academic progress
- Advice and guidance for college success including course and major selections
- Monthly ES Bulletin with tips and reminders
- Continuation of mentor relationship
- Ongoing financial aid guidance
- Circle of Honor distinction for 3.0+ GPA
- Peer mentors for college freshmen
- Dedicated staff for College Success program
- Social opportunities to interact with staff, mentors and fellow college Scholars
- Availability of emergency funds
- Assistance with resume development and job/internship/career guidance
- **Book stipend each semester when expectations are met**

Scholar Responsibilities/Expectations

Requirements of an Evanston Scholar throughout the program

As an Evanston Scholar, I pledge to:

- Develop and demonstrate the five qualities and characteristics that are the ES Pillars of Success: **Persistence, Engagement, Responsibility, Resourcefulness and Connectedness (PERRCs)**
- Maintain a positive disciplinary status at ETHS and in college
- Participate in/initiate at least TWO quality contacts per month with my mentor – an in person meeting, a phone call, or a significant email
- Read all emails and the ES monthly Bulletin
- Respond to phone calls, texts and e-mails from my mentor and ES staff within 24 hours and subscribe to the group text program

Requirements of an Evanston Scholar While in High School

As an Evanston Scholar, I pledge to:

- Provide ES with access to my academic, standardized testing and college planning/application information including HAC, ACT, Naviance and college application logins
- Maintain strong academic standing as a student at ETHS (a minimum 2.7 GPA, or all A's and B's as expected of a college bound student)
- Recognize that D's and F's are a serious concern and can result in academic probation and/or deactivation from the program. Multiple D's or an F in a given semester will require an individual meeting with ES staff during which you will create a personalized academic improvement plan.
- CHECK EVANSTON SCHOLARS E-MAILS and TEXTS DAILY and reply as appropriate
- Abide by the ES Attendance policy:
 - Attend all mandatory Evanston Scholars events as noted in the calendar
 - If you must miss a program, notify ES staff **as soon as you are aware** of the conflict. Make arrangements with ES staff to **make up the content you have missed**.
 - If you miss two events in a given academic year, you will receive a "1st reminder" about the attendance policy
 - If you miss three events in a given academic year, you will be placed on probation. You will meet with a Director to develop an improvement plan and your parent(s)/guardian will be notified
 - If you miss four events in a given academic year, you will be deactivated from Evanston Scholars
 - *Note: ACT prep sessions that are missed (in full or in part) result in ½ absence*
 - *The attendance policy is subject to the discretion of the Director of College Access*
- Seriously consider the opportunity to open a college savings account
- Complete an ES-approved resume junior year
- Strongly consider participating in a Summer College Experience between junior and senior years
- Apply to a minimum number and appropriate mix (with regard to selectivity and affordability) of mutually-agreed upon colleges and universities, per staff advisement. *Note: On average, Evanston Scholars apply to 7-10 colleges and universities.*
- Complete all required financial aid forms by the appropriate deadlines
- Take advisement from Evanston Scholars with regard to scholarship applications
- Update Evanston Scholars staff with ongoing college admission decisions from October 2017-onward
- Provide Evanston Scholars with a copy of all financial aid offer letters

Requirements of an Evanston Scholar While in College

(note: you will receive detailed College Scholar policies as you prepare to graduate from high school)

As an Evanston Scholar, I pledge to:

- Actively pursue academic distinction by earning A's and B's, remaining in good academic standing
- Engage with academic supports (tutoring, writing center, etc.) on campus
- Review course selection with College Success team before class registration
- Demonstrate knowledge and understanding of academic and financial requirements
- As soon as they arise, communicate academic and financial challenges with College Success staff
- Sign FERPA waiver upon request
- Provide copies of financial statement, midterm grades and transcript each semester
- Secure campus and summer employment to help pay expenses
- Meet at least once each semester to review grades and degree progress
- Attend a minimum of two ES sponsored meetings, workshops and social events (in addition to 1:1 meetings)
- Remain enrolled in a 4-year college

Consequences

As an Evanston Scholar, I understand that:

- Not complying with the above guidelines, requirements expectations and PERRCs can result in probation and/or ultimately my deactivation from the Evanston Scholars program and prevent me from receiving Evanston Scholars' support.
- My College Book Stipend disbursements are made at the sole discretion of the Scholar Financial Review Committee. Failure to meet program expectations may result in a reduction or discontinuation of this monetary award.

Scholar Agreement/Permission

By signing this agreement I hereby:

- 1. authorize any recipient of all or any portion of this document to provide any and all information of any kind and nature whatsoever requested to Evanston Scholars or any of its agents, servants or representations;
- 2. forever release any of the entities or individuals seeking or providing such information from any and all claims of damages that I may or actually do sustain as a result of seeking or providing any such information;
- 3. permit Evanston Scholars and its official partners to use any photography, description or likeness of myself or any essays, reports or other written material, except for private and specific financial information about me or my family, in any newsletter, solicitation or promotional materials;
- 4. consent to provide directly and/or give access to annual transcripts and financial award letters from any post-secondary institution to Evanston Scholars every year I am in college, and from every institution I attend.

I have carefully read, I understand and I agree to the terms of this contract.

Scholar

Date

Parent/Guardian Agreement

By signing this agreement, I hereby agree to:

- 1. support and encourage my child to follow all rules and guidelines as outlined
- 2. attend all mandatory parent meetings per the ES calendar
- 3. support my son/daughter attending scheduled workshops, events and meetings
- 4. encourage/facilitate a positive mentor relationship between my family and ES mentor
- 5. support my son/daughter in the college application and admissions process
- 6. support my son/daughter in college through graduation

I have carefully read, I understand and I agree to the terms of this contract.

Parent/Guardian

Date

Organization (Evanston Scholars) Agreement

On behalf of Evanston Scholars, its Board of Directors and its staff, I welcome this student to the Evanston Scholars Class of 2018, and hereby pledge our support to this Scholar's success now and in the future.

Steve Newman, Executive Director

Date