

TRiO/SSS Program, Room 25 BMB, One Neumann Drive, Aston, PA 19014-1298

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***Neumann University's Student Support Services Student Participation
Agreement 2018-2019***

This agreement is between Neumann University's TRiO/SSS Program and _____, a program participant for all or part of the academic year 2018-2019, and must be renewed annually. The TRiO/SSS Program provides learning and special counseling services to better ensure your success in meeting your higher education goals. To achieve this success, Neumann University financially and academically commits to you, the program participant, as follows:

Neumann University's Academic Commitment to TRiO/SSS Participants

Neumann University and its TRiO/SSS Program will provide the level and quality of academic services that you need to progress through and to graduate from this university.

The ***unique or additional services*** offered to you, the program participant include but are not limited to:

- Monthly one-on-one academic coaching;
- Financial literacy and financial aid counseling;
- Assistance with financial aid forms;
- Reserved tutoring in writing, math and other courses;
- Employments/co-op, internship counseling;
- Assistance with resume writing and all related documents; and,
- Graduate/professional school counseling.

Financial Commitment to Student

You may be eligible for TRiO/SSS grant aid. The TRiO Program must first select Pell eligible students considered in their first and second year of college. After first and second year students receive aid and if money is left over, the program looks for other Pell eligible students who are so financially strapped that they may discontinue their education.

Neumann University's Student/Institutional Agreement for TRiO/SSS Program

Name: _____

Current Address: _____
Street Address

City
State
Zip

Cell Phone: _____ **Home Phone:** _____

Neumann E-mail Address: _____

Student ID#: _____

Date of Birth: _____

Gender: ☐ Male ☐ Female

Are you Hispanic/Latino? ☐ Yes ☐ No

If applicable, check one or more of the following races:		
<input type="checkbox"/> American Indian or Alaskan Native	<input type="checkbox"/> Asian	<input type="checkbox"/> Black or African American
<input type="checkbox"/> Native Hawaiian or Other Pacific Islander	<input type="checkbox"/> White	

Have you decided on a major? ☐ Yes ☐ No

What major have you chosen? _____

Grade level at Neumann University: ☐ First year ☐ Sophomore ☐ Junior ☐ Senior

First term at Neumann: ☐ Fall ☐ Spring ☐ Summer I ☐ Summer II **Year: 20**____

Please check all that apply: ☐ HS Diploma ☐ GED ☐ Transfer student from _____

Are you a US Citizen? ☐ Yes ☐ No **Social Security Number:** _____

Is English your second language? ☐ Yes ☐ No

2018-2019 AY Student Commitment to TRiO/SSS

As a TRiO participant, I agree to:

Academic

- meet with my assigned academic coach at least once a month, with the understanding that more meetings may be required.
- strive to achieve a minimum of 3.0 GPA. If my GPA falls below 2.0 or I receive a midterm grade of a C or below in any course, I understand that I must meet more frequently with my academic coach and must attend tutoring.
- drop a course only with the permission of my TRiO academic coach and academic advisor.
- attend tutoring when my academic coach advises me to attend. I understand that if signed up, I must attend all tutoring sessions.
- strive to manage my time among school, work, sports and other activities and ask for assistance from my academic coach if I struggle.

Career

- participate in career counseling with my academic coach to better understand my chosen field of work and begin to set goals to prepare to enter this field after graduating.
- seek assistance from my academic coach, other TRiO/SSS staff, and additional university services when researching and applying to graduate schools.
- seek the assistance of TRiO/SSS staff and/or other university services when researching and applying to internships and jobs (resume writing, interview preparation, essay or application review).

Financial Aid & Financial Literacy

- complete and pass (with a 70% or higher) the web-based CashCourse financial literacy program. Access to this program can be found on Neumann University's website under TRiO/SSS. In addition, I will discuss with my academic coach short and long term personal, educational and emergency finances, as well as participate in any group programs addressing similar topics when provided or referred to by TRiO/SSS staff.
- complete all tax and financial aid forms on time and seek help from TRiO/SSS staff if I have problems or questions.

Additional Commitments

- check my email at least once a day and read and respond promptly to all messages including emails, texts and phone calls from the TRiO/SSS program.

I, _____, hereby accept the responsibilities outlined above as an active participant of Neumann University's TRiO/SSS Program.

Student's name (please print): _____

Student Signature: _____ Date: _____

TRiO Staff Signature: _____ Date: _____

Authorization to Release Academic Records

I, _____, hereby authorize release of my academic records to the director and staff of the TRiO/SSS Program.

Student Information (please print)

Name: _____

Student ID number: _____ Cell Phone: _____

Student Signature: _____ Date: _____

According to the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, the university cannot disclose personally identifiable information contained in education records without the student's written consent, except to the extent that FERPA authorizes disclosure without consent. For example, the TRiO/SSS Program can retrieve students' educational records, including financial aid records, without their consent based on the legitimate educational interest exception. Nonetheless, the TRiO/SSS Program opts whenever possible to have students sign a release authorizing disclosure of this information.

By completing and signing this release form, you authorize the TRiO/SSS Program to examine and discuss with advisors, instructors, administrators, and others with a legitimate educational interest any and all information which is part of your education records, including grades, class lists, course schedules, disciplinary records, academic advising records, tutoring records, certificate of disability, financial aid and billing or business office records, as well as payroll records for employees who are employed as a direct result of their status as students (e.g. work study, assistantships, resident assistants).

Additional information about your rights under FERPA is available at the following link www.neumann.edu/academics/registrar.asp or by calling the Registrar at 610-558-5522.

Release to print or publish your photograph

In signing this release, I also agree to the use of photographs taken of me during the AY 2018-2019 at Neumann University by agents or employees of Neumann University and the TRiO/SSS Program.

I waive any right to inspect or approve the finished photographs or printed or electronic matter that may be used with them now or in the future, whether that use is known to me or unknown, and I waive any right to royalties or other compensation arising from or related to the use of the photograph.

I agree to release, defend, and hold harmless Neumann University and the TRiO/SSS Program and its agents or employees, including any firm publishing and/or distributing the finished product in whole or in part, whether on paper or via electronic media, from and against any claims, damages or liability arising from or related to the use of the photographs, including but not limited to any misuse, distortion, blurring, alteration, optical illusion or use in composite form, either intentionally or otherwise, that may occur or be produced in taking, processing, reducing or producing the finished product, its publication or distribution. It is the discretion of Neumann University and/or the TRiO/SSS Program to decide whether to use the image.

I am 18 years of age or older and competent to agree to the above. I have read and understand this release before signing below including the contents, meaning and impact of this release. I understand that I am free to address any specific questions regarding this release by submitting those questions in writing prior to signing, and I agree that my failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

Release for AY _____

Date: _____

Name (please print): _____

Signature: _____

Signature of guardian (if under 18): _____

Student Fall 2018 Semester Goals

I will strive to achieve the following goals this semester:

Goal # 1

Goal # 2

Goal # 3

Tutoring Agreement for Fall 2018

Reserved tutoring is a staple of the TRiO/SSS Program. As a participant in the TRiO/SSS Program, I agree to attend tutoring if my efforts are not enough or when advised by my academic coach. I understand that signed up *I must attend all tutoring sessions.*

As a participant in the TRiO/SSS program, I agree to receive tutoring in the following courses:

1. _____

☐ Weekly

☐ Bi-weekly

Student Initials: _____

Assigned tutor: _____

2. _____

☐ Weekly

☐ Bi-weekly

Student Initials: _____

Assigned tutor: _____

3. _____

☐ Weekly

☐ Bi-weekly

Student Initials: _____

Assigned tutor: _____

Student Name: _____

(Please print)

Student Signature: _____ Date: _____

TRiO/SSS Staff Signature: _____ Date: _____

Student Spring 2019 Semester Goals

I will strive to achieve the following goals this semester:

Goal # 1

Goal # 2

Goal # 3

Tutoring Agreement for Spring 2019

Reserved tutoring is a staple of the TRiO/SSS Program. As a participant in the TRiO/SSS Program, I agree to attend tutoring if my efforts are not enough or when advised by my academic coach. I understand that signed up *I must attend all tutoring sessions.*

As a participant in the TRiO/SSS program, I agree to receive tutoring in the following courses:

1. _____

☐ Weekly ☐ Bi-weekly Student Initials: _____

Assigned tutor: _____

2. _____

☐ Weekly ☐ Bi-weekly Student Initials: _____

Assigned tutor: _____

3. _____

☐ Weekly ☐ Bi-weekly Student Initials: _____

Assigned tutor: _____

Student Name: _____

(Please print)

Student Signature: _____ Date: _____

TRiO/SSS Staff Signature: _____ Date: _____