

GSBF  
PARENT  
&  
STUDENT  
HANDBOOK

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# Give Something Back Foundation

*Helping children,  
who are committed  
to academic excellence,  
complete a college degree.*





**The Give Something Back Foundation Student Handbook  
Review and Agreement Receipt**

We \_\_\_\_\_ (hereafter referred to as *Student*), \_\_\_\_\_  
(hereafter referred to as *Parent*), and Give Something Back Foundation (hereafter referred to as *The  
Foundation*), acknowledge receipt of the Give Something Back Foundation Student Handbook.

The above parties have thoroughly reviewed and understand the content of this document, and agree to the requirements in the Give Something Back Foundation Student Handbook. By signing this document, the Foundation, Student and Parents agree to the content and obligations listed in the Give Something Back Foundation Student Handbook.

*Name*

*Date*

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Student

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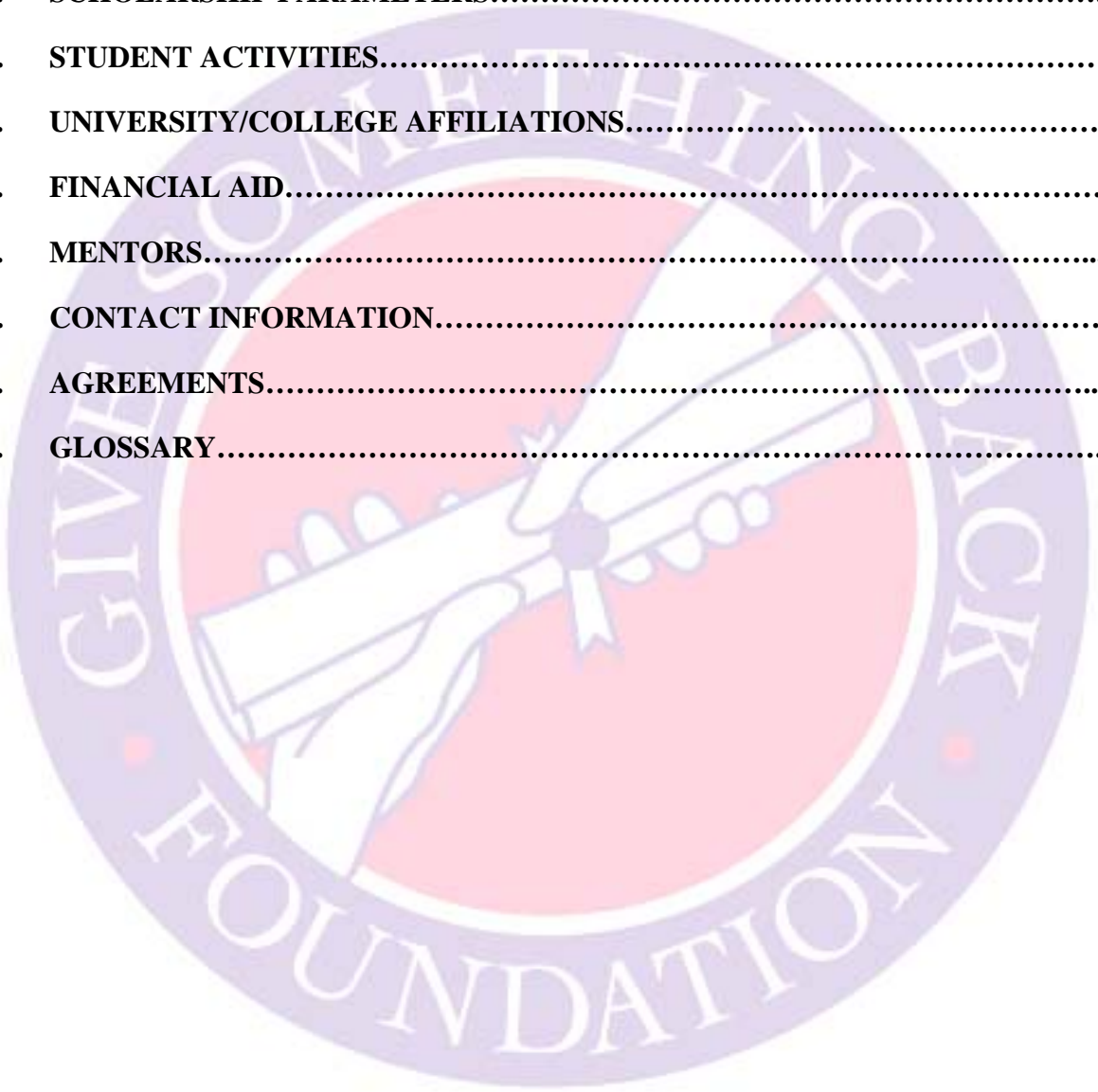
Parent(s)

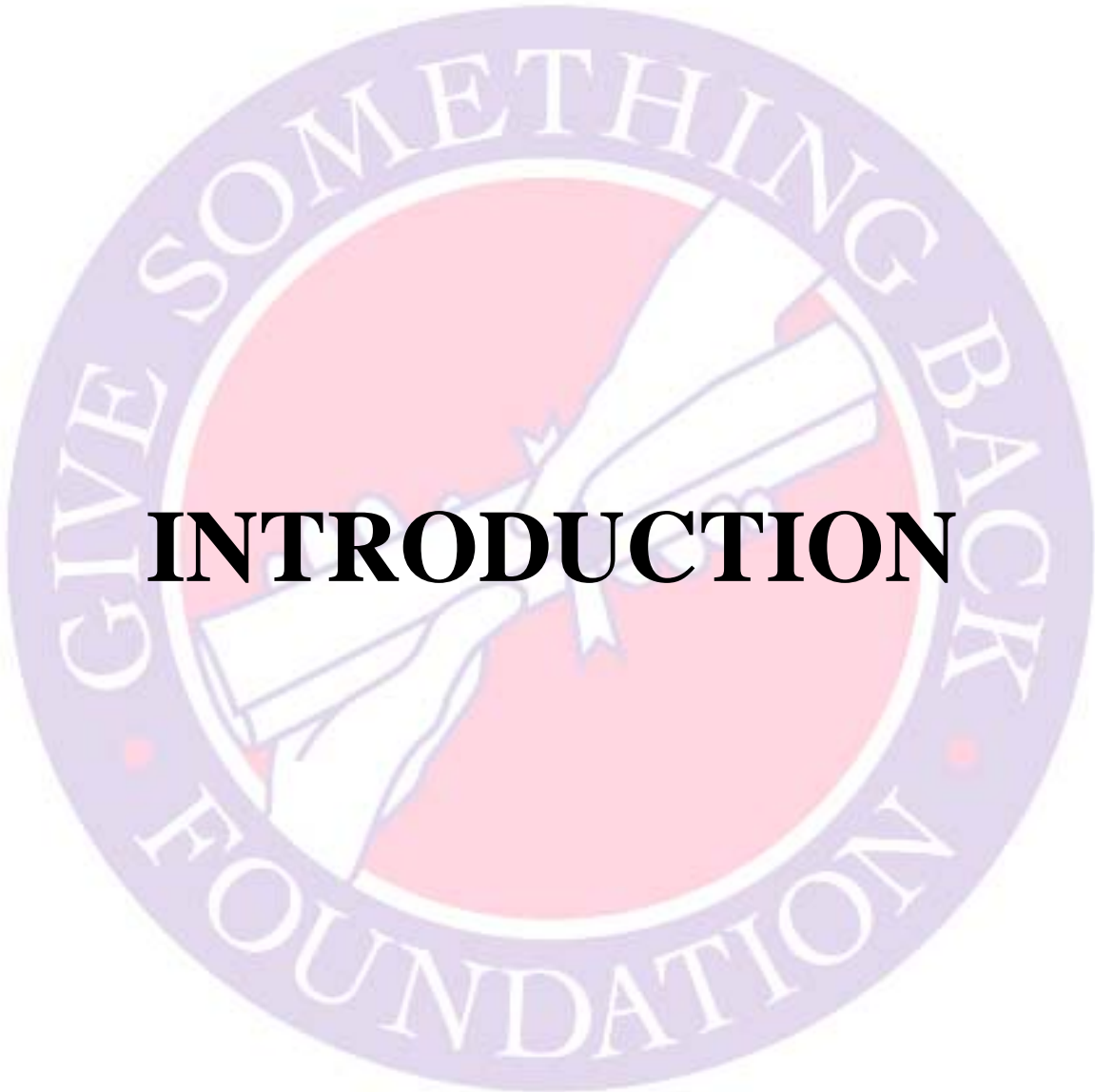
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Foundation Representative

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# **INTRODUCTION**



Dear Student,

Congratulations and welcome to Give Something Back Foundation! The adventure of the rest of your life has begun.

Give Something Back Foundation was created by a donation from Bob and Jill Carr, former residents of Lockport, IL. The Carr family wanted to give back to the Lockport area community by helping young, high-character and disadvantaged children who were committed to academic excellence and complete a college degree. The three key phrases I want to focus on are: "High-character", "academic excellence" and "college degree."

First, it is an expectation that you will remain a person of high-character throughout your tenure with Give Something Back Foundation. Specifically, that means make the right choices in life! What you do today positively or negatively affects the rest of your life. This program is a privilege and it should be treated as such. Violating the agreements that you signed or participating in activities (drinking, drugs, smoking or other poor behavior) that are counterproductive to you, your family or society can lead to dismissal from this program.

Second, you were chosen because you displayed academic excellence in grade school. The expectations are that you will continue to flourish in high school. You need to graduate with a cumulative, weighted Grade Point Average (GPA) of 3.0. Failure to do so will eliminate you from this opportunity.

Third, the purpose for your participation in this program is the achievement of a college degree. You have to keep focused. Starting from today, each class you take, GSBF event you attend and association you forge should be with purpose. That purpose is preparation for a successful college experience.

Truthfully, the program is a lifestyle. GSBF will be requiring you to participate in many activities that are designed to prepare you for college and beyond. The more you dedicate yourself to this program, the better prepared you will be for life's endeavors. Is much expected? Yes. However I agree with Johann Wolfgang von Goethe when he said, "Treat a man as he is, he will remain so. Treat a man the way he can be and ought to be, and he will become as he can be and should be."

Please know that I am available at any time to answer questions. I wish you the best of luck!

Regards,

A handwritten signature in black ink, appearing to read "Steve Cardamone". The signature is fluid and cursive, with a large initial "S" and "C".

Steve Cardamone



# **SCHOLARSHIP PARAMETERS**

## II. SCHOLARSHIP PARAMETERS

The goal of this scholarship is to allow the recipient to attend the college or university of their choice at little to no personal cost in regards to tuition, books (\$800 yearly disbursement) and room and board so long as all qualifications are met and the student is accepted to that institution. Optimally, the student will be Pell Grant eligible. The combined family household income should not be greater than \$60,000.00 and GSBF should be informed if financial circumstances change in a dramatic way. It is the hope of Bob and Jill Carr that recipients of this award will also give back in the future if their financial circumstances permit.

**Failure to meet or violation of the following bullet points or signed agreements may result in being excused from GSBF program. This scholarship was created to provide students a scholarship at a four year college or university who:**

1. Attend Lockport Township High School (LTHS.)
2. Must be a United States Citizen and uphold a high level of personal integrity throughout their tenure at LTHS. Students may be dismissed for activities that GSBF considers unethical (drug use, theft, general negative behavior etc.) The expectation is that the student will conduct themselves in a manner that is consistent with being a scholar of Give Something Back Foundation.
3. Apply for all appropriate federal, state, school or local grant monies. Give Something Back Foundation (GSBF) will pay for the balance of the tuition, room and board expenses (**student must live in campus housing. Housing is subject to approval by GSBF.**)
4. GSBF Scholarship is valid if the student remains full-time for eight consecutive semesters (Fall/Spring.) If the student stops or withdraws for any reason, they must inform GSBF, who will then determine if the remaining tuition assistance will be disbursed.
5. The students' choice of university is subject to approval by GSBF Board.

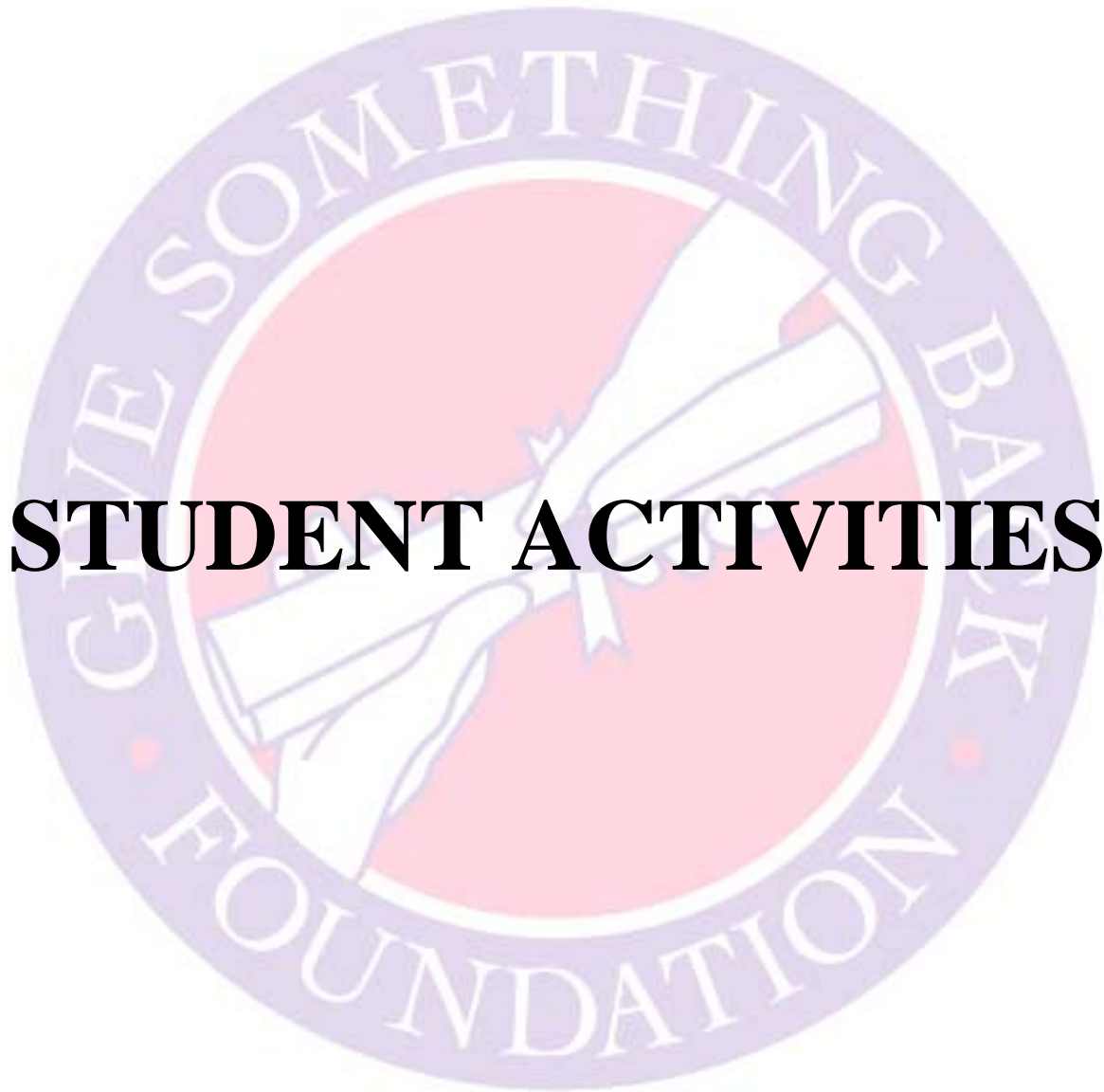
**Additionally, students must follow strict guidelines:**

1. Students who are chosen to receive a GSBF Scholarship **MUST** graduate with a minimum Grade Point Average ("GPA") of a 3.0 ("B" average) on a 4.0 scale at LTHS. If the student does not graduate with a 3.0 GPA, this scholarship award will become null and void. GSBF students must attain a minimum 2.75 cumulative GPA at the conclusion of their freshman year and a minimum 3.0 cumulative GPA thereafter. Failure to meet the minimum criteria would be subject to board review and dismissal from GSBF program.

2. Student grades will be monitored each quarter and each semester. Students that fall below GSBF GPA parameters will receive a letter and meet with the GSBF staff. If the pattern and expectations of GPA are not meeting GSBF standards (according to the agreement), the student will be dismissed from the program.
3. Recipients are encouraged to take three or more Honors (or Advanced Placement) courses during their four year tenure at LTHS.
4. Recipients must take coursework that prepares them successfully for college. If it is determined that students have not or will not take college preparatory coursework as determined by GSBF, the student may be dismissed from the program.
5. Recipients are required to complete a College Cost Estimator Form.
6. Each GSBF scholarship recipient is required to file the Free Application for Federal Student Aid (FAFSA), this must be completed no later than January 31st during your senior year of high school. Failure to do so may result in disqualification from the program.
7. Recipients will be expected to participate in College Work Study and take out a Stafford Loan (if applicable.)
8. Students are expected to attend all GSBF functions and events (mandatory attendance.) The student will be put on probation if they miss more than one event in a year (unexcused.)
9. If the student continues to miss events that are not excused, this will be brought to the attention of the board, who will determine if the student may continue in the program.
10. All students /parents agree that GSBF will have access to the student records for their tenure in high school.
11. Recipients/parents agree to allow GSBF to use student images (photos, et. al.)
12. Recipients/parents understand that any information obtained by the *Foundation* in regards to the recipient may be shared with persons or institutions that the *Foundation* deems appropriate.
13. GSBF Students must inform GSBF of a “change in life situation.” If a student’s circumstances change, GSBF needs to be informed, so the appropriate action can be taken.

**When in college:**

1. Each year, recipients will provide GSBF a year-end college transcripts and a short essay describing their college year in order to qualify for the next annual disbursement of funds. Poor grades or dropping out as a full-time student for any reason will disqualify recipients from continued receipt of scholarship monies.
2. Each GSBF scholarship recipient is required to file the Free Application for Federal Student Aid (FAFSA), every year they are attending college. **Students must meet all federal, state and institutional deadlines, failure to do so may result in disqualification from the program.**
3. Students will be provided with \$400 per semester (\$800 per year) to purchase books. Students may keep any monies garnered from a book buy-back.
4. The student must meet the school conduct and academic standards established by the college/university. Failure to do so and/or losing any college/university scholarship dollars could mean a discontinuance of financial disbursement from GSBF.
5. If circumstances change for you or your family that affect your ability to receive or qualify for the scholarship, please contact GSBF immediately.



# **STUDENT ACTIVITIES**

### III. Student Activities

#### 7<sup>th</sup> GRADE

**Orientation** – The orientation is for the recently chosen 6<sup>th</sup> Grade recipients of the GSBF Grade School students. There is a brief overview of the activities and expectations of the GSBF scholars and their families. Students and parents sign release forms regarding, grades, photos and the agreement between the student and GSBF. This event is typically held in August before the students begin 7<sup>th</sup> grade.

**Personality Assessment** – Students will participate in a half hour personality assessment called the Murphy-Meisgeier Type Indicator for Children (MMTIC.)

**MMTIC Results Workshop** - Once students receive their results, there will be a workshop for students and their parents provided by Career Vision.

#### 8<sup>th</sup> GRADE

**College Prep Curriculum** – In May before 8<sup>th</sup> grade GSBF students begin their freshman year, there will be a college preparatory curriculum evening. Students and their parents will discuss and review course selections and graduation requirements. Students will also receive a “GSBF College Planning” Guide.

#### 9<sup>th</sup> GRADE

**Emotional Health-** This will be a series of seminars for GSBF student’s 9<sup>th</sup> – 12<sup>th</sup> grade, beginning freshman year. This will cover the basics of emotional management and philosophy.

**Kick-Off Breakfast-** This is a team building and introductory breakfast for the students, their parents and mentor. It is designed to be the 1<sup>st</sup> official introduction between students and their mentor.

**Aviation Event** – This event held annually at Lewis University is designed to orientate students to a college campus, inform them of college requirements and educate them about aviation and a college education in general (all students participate in flight simulation.)

**Fast Forward** – This is a game that takes place in the student’s future (mid-20’s), they will be educated on family/financial stresses that occur (i.e. children, taxes, home and car ownership and other expenses.) **This will be for freshman and sophomores.**

**Success/Choices Workshop** – Workshop will focus on being successful and making good choices. There will be a special section on MySpace, FaceBook, etc. on ways to protect you when utilizing these sites and the internet.

## **10<sup>th</sup> GRADE**

**Emotional Health** – Before the start of the sophomore year, this seminar will focus on review of emotional management and begin planning and practicing emotional health.

**Raymond Benson** – Famous author and computer games designer Raymond Benson will discuss his life and encourage students to pursue a college degree and their dreams.

**Career Vision Testing** – This testing takes place at the end of the sophomore year to assess students on their strengths, weaknesses, interests and career choices.

**Career Vision Testing Results** – The results of the Career Vision are presented to each individual and their parents. These results include careers and potential college majors that are matched with their personal assessment.

**College Tour** – This will take place during the summer before the students begin their junior/senior year. There will be a 4 college tour with on overnight stay on a college campus. This is designed to give students the opportunity to begin thinking about college fit (i.e. size, location, distance from home, etc.) and experience different college campuses.

## **11<sup>th</sup> GRADE**

**Emotional Health** - This will review what was learned in the sophomore year, as well as a coaching session for junior students to assist freshman with emotional management and philosophy.

**Google** – This annual trip to Google, Inc. Chicago Headquarters is designed for the GSBF Junior students. The presentation is a tour of Google and the work environment, it concludes with a Q & A session with current Google employees. The main focus of the trip is to inform students of the importance of education and the rewards of hard work.

**Etiquette Dinner** – The purpose is to educate and inform GSBF students of proper etiquette (i.e. general etiquette, introducing ones self, dining tips, etc.) **This will be for juniors and seniors.**

**ACT Prep** – This will be a weekend seminar specifically for GSBF current juniors, in anticipation of the student taking the ACT April/June test dates. This will be an introduction to the ACT and focus on test taking strategies, not a three year review of their high school curriculum/experience.

## **12<sup>th</sup> GRADE**

**Emotional Health** – A review of past workshops and living a healthy life.

**College Panel** – This panel is for senior students and their parents about choosing and applying to college. The panel will be made up from partner schools, represented will be large and small colleges, as well as private and public universities.

**FAFSA Workshop** – All GSBF parents and students will participate in a FAFSA Workshop conducted at Lewis University. The Financial Aid Office of Lewis University will walk GSBF families through the FAFSA and officially complete the form to be processed.

**College Adjustment/Finance Workshop** – This will be presented by an affiliate college/university for all GSBF Seniors and their families. Topics to be discussed will be adjusting to college, living on campus, budgeting your expenses, etc.

**All GSBF students participate in the Bowling Party and Annual Dinner.**

The logo of the Give Something Back Foundation is a circular emblem. It features a purple outer ring with the text "GIVE SOMETHING BACK" at the top and "FOUNDATION" at the bottom. Inside the ring is a red circle containing a white hand holding a white pen, symbolizing giving and education.

**UNIVERSITY/COLLEGE  
AFFILIATIONS**

## IV. College/University Affiliations

The College/University Affiliation program was created to establish collaborations with universities that see value in making a commitment to the recipients of GSBF. The institutions provide input to GSBF students through participation in GSBF events and hosting college tours. These institutions recognize the value that GSBF scholars bring to their campus. These institutions are:

### **Blackburn College:**

Founded in 1837, Blackburn has managed its unique, nationally acclaimed student-managed Work Program and rigorous liberal arts academic curriculum. Blackburn College sits on 80-acres of land, located in a small-town, Carlinville, IL. Blackburn College is a coeducational college with 590 undergraduate students enrolled. Contact Blackburn College at 800-233-3550 or visit them on the web at [www.blackburn.edu](http://www.blackburn.edu).

### **Bradley University:**

Founded in 1897, Bradley University provides a broad choice of academic and pre-professional programs, with more than 100 programs of study in five colleges, as well as graduate and doctoral degree programs. Bradley is located on an 85-acre campus in Peoria, IL. Bradley is a coeducational with approximately 5,300 undergraduates and 800 graduate students. Contact Bradley at 800- 447-6460 or visit them online at [www.bradley.edu](http://www.bradley.edu).

### **Culver-Stockton College:**

Founded in 1853, Culver-Stockton College is a coeducational university offering 31 undergraduate majors and programs of study, as well as pre-professional programs. The main campus is located in Canton, Missouri. Culver-Stockton is affiliated with the Christian Church (Disciples of Christ), which currently enrolls 950 students. Contact Culver-Stockton College at (800) 537-1883 or visit them on the web at [www.culver.edu](http://www.culver.edu).

### **Eastern Illinois University:**

Founded in 1895, Eastern Illinois University is located on 320 acres in Charleston, Illinois and consists of 72 buildings. There are currently 12,179 students enrolled at the university. The university offers 44 undergraduate majors, 25 graduate programs, and five post-baccalaureate certificate programs. Contact Eastern Illinois University at 217-581-5000 or visit them on the web at <http://www.eiu.edu/> .

### **Illinois State University:**

Founded in 1857, Illinois State University currently offers sixty-five undergraduate programs, forty-one master's programs, eight doctoral programs, a Specialist in School Psychology and seven graduate level certificates to approximately 20,274 students enrolled each year. Illinois State University is located in Normal, IL. Contact Illinois State University at (800) 366-2478 or visit them on the web at [www.ilstu.edu](http://www.ilstu.edu).

### **Illinois Wesleyan University:**

Founded in 1850, Illinois Wesleyan is a highly selective, coeducational, liberal arts university with an enrollment of 2,100. The University offers 47 major areas of study, plus eight pre-professional programs in medicine, law, dentistry, engineering, veterinary science, forestry and environmental management, physical and occupational therapies. The University is located in Bloomington, IL, and is located just two hours south of Chicago. Contact Illinois Wesleyan University at (309) 556-3151 or visit them on the web at <http://www.iwu.edu>.

### **Lewis University:**

Founded in 1932, Lewis University is a dynamic, coeducational university offering 70 undergraduate majors and programs of study, 21 graduate programs, and certificates of advanced study. The main campus is located in Romeoville, Illinois. Lewis currently has 5,400 students: 3,900 undergraduates and 1,500 graduate students. Contact Lewis University at (800) 897-9000 or visit them on the web at [www.lewisu.edu](http://www.lewisu.edu).

### **North Central College:**

Founded in 1861, North Central College is a comprehensive liberal arts college affiliated with the United Methodist Church. North Central College is located in the heart of historic Naperville, IL with approximately 1,900 undergraduate and 350 graduate students. North Central is coeducational and offers more than 50 undergraduate degrees. Contact North Central College at 800-411-1861 or visit the web at [www.northcentralcollege.edu](http://www.northcentralcollege.edu).

### **University of St. Francis:**

Founded in 1920, the University of St. Francis is a Catholic, Franciscan university offering more than 60 undergraduate academic areas of study, three bachelor's degree completion programs and 10 graduate programs to approximately 4,500 students each year at the Joliet, IL campus and more than 85 locations nationwide. Contact St. Francis University at (800) 735-7500 or visit them on the web at [www.stfrancis.edu](http://www.stfrancis.edu).

### **Wartburg College:**

Founded in 1852, Wartburg College is a selective, coeducational, four-year liberal arts college of the Lutheran Church (ECLA), nationally recognized for community engagement and located in Waverly, Iowa. The college offers more than 50 academic majors and pre-professional and certificate programs leading to the bachelor's degree. There are 1800 students enrolled from 27 states and 40 countries. To contact Wartburg College, please call 800-772-2085 or visit the website at [www.wartburg.edu](http://www.wartburg.edu).

### **St. Mary's College:**

Saint Mary's is one of the nation's oldest Catholic, women's colleges. Founded by the Sisters of the Holy Cross in 1844, Saint Mary's is located in Notre Dame, Indiana. The campus includes 75 acres of rolling hills beside the Saint Joseph River. Saint Mary's, the University of Notre Dame and Holy Cross College share their Holy Cross ties and forms an educational community of over 12,000 students. Saint Mary's enrolls 1,628 students enrolled from 44 states and 6 countries. The College offers over 30 majors to choose from and over 60 organizations in which students can participate. Contact Saint Mary's College at 800-551-7621 or visit our website at [www.saintmarys.edu](http://www.saintmarys.edu).

## **Associate University/College Affiliates**

### **Loyola University:**

Founded in 1870, Loyola University Chicago is the largest U.S. Jesuit Catholic university, enrolling 15,670 students from 50 states and 82 countries. Loyola offers more than 70 undergraduate majors, along with several interdisciplinary and dual-degree programs. Located off North Michigan Avenue, Chicago's Magnificent Mile, Loyola's dynamic Water Tower Campus connects students to myriad job and internship opportunities. The Lake Shore Campus is located on the picturesque shores of Lake Michigan. Students may study abroad at Loyola's John Felice Rome Center in Italy, the Beijing Center for Chinese Studies, or choose from more than 70 other programs in 34 countries. For more information, please call 800.262.2373, e-mail [admission@luc.edu](mailto:admission@luc.edu), or visit [LUC.edu](http://LUC.edu).



**FINANCIAL AID**

## V. FINANCIAL AID

Each GSBF scholarship recipient is required to file the Free Application for Federal Student Aid (FAFSA) no later than January 31<sup>st</sup> during the senior year of high school. There are different deadlines to meet in filing for financial aid; these are determined by federal, state and college/university guidelines. It is the recipient's family responsibility to make sure that all of the deadlines are met; **failure to do so may result in disqualification from the program.**

Once the recipient has enrolled in college, it will be the student's responsibility to file the FAFSA each year and make sure that the above mentioned deadlines are met. The student will release these results every year to GSBF; **failure to do so may result in disqualification from the program.**

Below are the activities that the recipient's family will be required to do:

- Contact each college/university to determine financial aid deadline dates.
- Student must also apply for any outside scholarships, including institutional aid based on academic merit, athletics, fine arts, endowed scholarships, need-based financial aid, etc.
- In December, create PIN number for FAFSA Workshop, by visiting [www.pin.ed.gov](http://www.pin.ed.gov). (*The parent needs a PIN and the student needs a PIN.*)
- Attend financial aid workshop and complete FAFSA at Lewis University in January.
- Sign release form to allow GSBF to receive results.
- Submit all college financial aid packages to GSBF.
- Speak to the college about the work study opportunities and procure employment.
- Speak to the college financial aid office about taking out the Stafford Loan.
- Submit any and all college tuition/ room & board bills to GSBF **each semester** so payment may be made by deadlines (GSBF will only pay remaining tuition, room & board, any additional fees due to penalties and/or late fees will be the responsibility of the family.)
- Submit a copy of GSBF letter to college or university to include in the students financial aid package.



# **MENTORS**

## VI. MENTORS

The overall goal of the *Give Something Back Scholarship* program is to have all of the students conclude their careers at LTHS in a successful manner (students must graduate with a 3.0 G.P.A.). Success will be measured by the student's positive character and pursuance of a university degree. A component that may yield positive results in buttressing these students is a mentor. It is clear that adolescents today have to deal/cope with issues at an earlier age than in generations past. As a result, young people need more tools and support to be effective human beings.

### **Rationale for GSBF Mentors**

Traditional mentoring programs are of great value and some of the benefits are:

#### **Student**

- Improved academic/cognitive skills.
- Less likely to initiate drug use.
- Reduced negative youth behaviors.
- Positive social attitudes and relationships.
- Exposure to a successful adult.
- Increased self- esteem.

#### **Mentor**

- Personal satisfaction.
- Recognition from their peers.
- Improved interpersonal skills.
- Better understanding of students.

#### **GSBF**

- Encouraging students to achieve our/their goals of sending students to universities.
- Giving the GSBF an opportunity to play a role in improving the community.
- Giving students the key ingredient to be successful.

**Sources: ChildTrends and Students in Business Inc.**

### **Why are mentors effective/necessary?**

Research underscores the value of mentoring in the life of an at-risk youth participating in formal mentoring programs. Researchers are quick to point out that the quality of the programming provided is a major factor in the success of those participating.

Specifically, organizations that have a well-defined screening process, followed by quality mentor training and support experience the highest levels of success.

## **MentorKids USA**

There are crucial services that mentors provide in the lives of students:

1. **Academic Support** – Helping students stay the course in school and directing them to educational resources.
2. **Role Modeling** – Demonstrating the actions and values that are necessary to be a good person. Parents may not be able to provide these examples.
3. **Attention** – Some students may simply need some attention and another “sounding board.”
4. **Accountability** – A commitment made to a student for a scheduled phone call is important. Consistent accountability has several benefits:
  - a. Sets a good example.
  - b. Cements trust.
  - c. Creates mutual expectations.
5. **Listening** – The mentor may be the only nonjudgmental adult in their lives that listens to the student’s dreams and plans.

**Source:**[www.beamentor.org](http://www.beamentor.org)

### **Key Actions for GSBF Mentors:**

- Call students at their homes 1 time every two weeks during the school year at predetermined times (roughly 10 times a semester.)
- Talk to students about *school* (How are classes, substance abuse, peer pressure and discipline), *themselves* (depressed, stressed) and *family* (are they being supportive, abusive.)
- Be responsive to the needs of the student (This means, listening to the student then acting on that information by calling the Executive Director of the GSBF.)
- Get training (if necessary at the expense of the GSBF.)



**CONTACT  
INFORMATION**

## **VII. CONTACT INFORMATION**

### **GIVE SOMETHING BACK FOUNDATION OFFICE ADDRESS:**

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Lockport, IL 60441

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### **Steven Cardamone**

Executive Director

Office Phone: 815-834-8400

Email: [scardamone@givesomethingbackfoundation.org](mailto:scardamone@givesomethingbackfoundation.org)

### **Bob Tucker**

Associate Director

Office Phone: 815-834-8401

Email: [rtucker@givesomethingbackfoundation.org](mailto:rtucker@givesomethingbackfoundation.org)

### **Katie Sluzas**

Administrative Assistant/Event Planner

Office Phone: 815-834-8400

Email: [ksluzas@givesomethingbackfoundation.org](mailto:ksluzas@givesomethingbackfoundation.org)



# **AGREEMENTS**



**The 2008 Give Something Back Foundation Scholarship Program**  
*Agreement*

Agreement between \_\_\_\_\_ (hereafter referred to as *Student*), \_\_\_\_\_ (hereafter referred to as *Parent*), and Give Something Back Foundation (hereafter referred to as *The Foundation*)

Student agrees to:

1. Maintain a grade point average consistent with the criteria of the program
2. Abstain from the use of alcohol, tobacco or other drugs
3. Develop habits that reduce the likelihood of disciplinary actions in school or negative contact with law enforcement and the community
4. Develop positive friendships/networks while participating in activities that support future goals
5. Ask for help if feelings of anxiety, frustration or being overwhelmed occur
6. Attend the student-networking functions offered by The Foundation

Parent(s) agree(s) to:

1. Understand that parents are the most influential person in a child's life
2. Develop habits that enable the Student to commit to and achieve their obligations
3. Attend the parent networking functions provided by The Foundation
4. Positively support the Student's efforts in school, develop healthy relationships and form habits that decrease their risk of using alcohol, tobacco and other drugs
5. Reduce their chances of disciplinary actions in school or negative contact with law enforcement and the community by setting consistent, positive examples
6. Respond to the Student's request for help if feelings of anxiety, frustration or being overwhelmed occur
7. Understand that if their financial situation changes dramatically (For example, winning the lottery or any other dramatic income increase) when their child goes off to college, they may be required to make a contribution of some of that extra money to their child's education.

The Foundation agrees to:

1. Provide opportunities for the Student and their Parent(s) to network
2. Act as a resource to all of the Students and Parents participating in the program
3. Support the Student and Parent(s) efforts to follow the agreements outlined above
4. Commit to all promises and agreements made regarding provision of financial support for the Student's college of choice

The above parties understand that this document is not legally binding, but is a representation of the "spirit" of the offer made by the Foundation to select students who will be attending Lockport Township High School. By signature on this document, the Foundation, Students and Parents agree to fulfill their respective obligations listed above.

*Name*

*Date*

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Student

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Parent(s)

---

Foundation Representative

---

Foundation Representative



**The Give Something Back 2008 Grade School Program -- LTHS  
Release Form**

I grant permission to the Give Something Back Foundation (hereafter referred to as the *Foundation*) and its agents or employees, of the *Foundation* to obtain any and all student records (including, but not limited to, grades and disciplinary actions) and information that is available at Lockport Township High School (hereafter referred to as the *LTHS*) at any time without prior notification or knowledge. I herby understand that any information obtained by the *Foundation* in regards to the *Student* may be shared with persons or institutions that the *Foundation* deems appropriate.

I herby release and agree to save harmless *LTHS* and its employees, agents and independent contractors from any liability in relation to the transfer of information (including, but not limited to, verbal or electronic communications), records or any data in relation to the *Student*.

I grant permission to the *Foundation* to communicate with any teachers, coaches, cocurricular moderators, administrators or any other individuals associated with *LTHS* in regards to obtaining updates on the student.

I agree to execute all documents reasonably requested by The Foundation to accomplish the foregoing.

I understand and agree that this is a legally binding agreement and confirm that I have had the opportunity to consult with an attorney before executing and delivering this document.

Dated: \_\_\_\_\_

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

Student Signature: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State/Zip: \_\_\_\_\_

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

***I certify that I am his or her parent or legal guardian and I give my consent without reservation to the foregoing on his or her behalf.***

Date: \_\_\_\_\_

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

Address: \_\_\_\_\_

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

Parent/Guardian Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

**GSBF Representative:** \_\_\_\_\_



**The 2008 Give Something Back Foundation Scholarship Program**  
*Photo Release Form*

I grant permission to the Give Something Back Foundation (hereafter referred to as the *Foundation*) and its agents or employees, to use: photographs, quotations, name or likeness of \_\_\_\_\_ (hereafter referred to as the *Student*).

a) I hereby relinquish any right that I may have to examine or approve the completed product or products or the advertising copy or printed material that may be used in conjunction therewith or the use to which it may be applied.

b) I hereby release, discharge and agree to save harmless [photographer] his/her heirs, legal representatives or assigns, and all persons functioning under his/her permission or authority, or those for whom he/she is functioning, from any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form whether intentional or otherwise, that may occur or be created in the taking of said picture or in any subsequent processing thereof, as well as any publication thereof, including without limitation any claims for libel or invasion of privacy.

Dated: \_\_\_\_\_

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

Address: \_\_\_\_\_

City: \_\_\_\_\_

State/Zip: \_\_\_\_\_

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

**GSBF Representative:** \_\_\_\_\_

If the *Student* is under 18, I certify that I am his or her parent or legal guardian and I give my consent without reservation to the foregoing on his or her behalf.

Date: \_\_\_\_\_

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

Address: \_\_\_\_\_

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

Signature: \_\_\_\_\_



# **GLOSSARY**

## **IX. GLOSSARY**

### **Academic Advisor/Counselor**

This person will help you select the correct courses, review the course requirements in the field you have selected to pursue and help you with any academic problems you may encounter.

### **Alumni**

People who have graduated from the institution.

### **ACT**

These letters are acronyms for the American College Test which are designed to measure a student's level of knowledge in basic areas such as math, science, English and social studies.

### **Application**

The process by which a prospective student submits the required forms and credentials to his/her chosen institution. Application criteria may include one or more of the following: previous academic records, test scores, interviews, recommendations, and other information provided by the applicant.

### **Acceptance**

The decision to accept the application is positive.

### **Admission**

The status granted to an applicant who meets the prescribed entrance requirements of the institution.

### **Associate Degree**

The Associate Degree is granted upon completion of a program of at least two, but less than four years of college work.

### **Bachelor Degree**

This is the undergraduate degree offered by four-year colleges and universities.

## **Catalog**

College catalogs provide all types of information parents and students need to know about a school. They list, for example: the institution's history and philosophy, policies and procedures, its accreditation status, courses of study, degrees and certificates offered, physical facilities, admission and enrollment procedures, financial aid, student life activities, etc.

## **CLEP**

The College Level Examination Program can be administered to students who desire to obtain college credit by taking proficiency tests in selected courses. If the student scores high enough on the test, college credit can be awarded.

## **College**

A College is an institution of higher education that grants degrees and certificates. The term is also used to designate the organizational units of a university such as the College of Education or the College of Engineering.

## **Financial Aid**

Aid for paying college expenses is made available from grants, scholarships, loans and part-time employment from federal, state, institutional and private sources. Financial aid from these programs may be combined in an "award package" to meet or defray from the cost of education. The types and amounts of aid awarded are based upon financial need, available funds, student classification, academic performance, and sometimes the timeliness of application.

## **FAFSA**

Stands for Free Application Federal Student Aid. This application must be filled out every year by January 31<sup>st</sup> in order to obtain maximum aid.

## **Commuter College**

Some colleges do not have on-campus housing, and all students live off campus and commute to the college for classes.

## **Credit Hours**

Courses taken in college are measured in terms of credit hours. Laboratory classes will require more class time per credit hour. Typical college classes are 3 credit hours, but college classes can range from less than one credit hour to 12 or more credit hours.

### **Lecture classes**

In lecture classes, students attend class on a regular basis and the instructor lectures on class material.

### **Laboratory classes**

Require students to perform certain functions in controlled situations that help them test and understand what is being taught in the lecture.

### **Pell Grant**

The Federal Pell Grant Program provides need-based grants to low-income undergraduate students to promote access to postsecondary education.

### **Syllabus**

A course syllabus is summary of the course. It usually contains specific information about the course; information on how to contact the instructor, including the instructors office location and office hours; an outline of what will be covered in the course, with a schedule of test dates and the due dates for assignments; the grading policy for the course; and specific classroom rules. It is usually given to each student during the first class session.

### **Transcript**

The transcript is a permanent academic record of a student at a college. It may show courses attempted, grades received, academic status, and honors received.

### **Undergraduate**

An undergraduate is a student who is pursuing either a certificate or an Associate or Baccalaureate degree.

### **University**

A university is composed of undergraduate, graduate and professional colleges and offers degrees in each.