



STUDENT SUPPORT SERVICES
Application/Information Sheet

FOR OFFICE USE ONLY:
Date Received
First generation Yes No
Low income Yes No
Disability Yes No
U.S. Citizen Yes No
Date Accepted
Date of participation
Revised 10/18/2010

PLEASE PRINT LEGIBLY (Black or Blue ink)

NAME: (last, first, middle initial) ID#/SSN:

CURRENT ADDRESS: (street address, city, state, zip) (If you live on campus, please indicate your hall, room #, and Troy University box # above)

CURRENT PHONE #: PERMANENT PHONE #:

PERMANENT ADDRESS: Zip Code (street address, city, state)

E-MAIL ADDRESS: @troy.edu Current GPA HS GPA ACT/SAT GED

U.S. citizen? YES NO Veteran: YES NO Date of birth: Sex

Ethnic Background:

- American Indian/Alaskan Native
Asian
Black/African-American
Hispanic/Latino
Native Hawaiian/Other Pacific Islander
White/Caucasian
Multi-racial
Other (specify)

Have you participated in the following programs? YES NO (If yes, check program)
Equal Opportunity Center
Talent Search
Student Support Services
Upward Bound

Original enrollment (semester or quarter, and year) with Troy University
Summer Fall Winter Spring Year: Expected graduation date

Academic Major: Minor: Academic level: freshman sophomore junior senior

Are you on academic probation? YES NO Transfer student YES NO Institution

Are you receiving any financial aid? YES NO What Type Loan Pell Grant \$ TAXABLE INCOME
(Please bring a copy of your or your parents most recent Federal Tax Return. If you did not file, call SSS office for options.)

Do either of your parents have a four-year college degree? YES NO

Do you have a college degree? YES NO If yes, what type

Highest level of education: Father Mother

Number in your family: (If living with parents, include them and all other dependents supported by them)

Do you have a physical disability? YES NO

Do you have a diagnosed learning disability? YES NO

Do you need tutoring services? YES NO

In which course(s)?

I certify that the above information is true and correct to the best of my knowledge. I authorize Student Support Services to have access to my school records for program purposes and understand that the information contained therein will be held in strict confidence.

Student Signature Date

## NEEDS ASSESSMENT

Could use help in the following areas: (circle areas of need)

**Academic**

Reading  
Math  
English  
Physical Science (chemistry, Physics, Etc.)  
Life Science (Biology)  
Computer Skills  
Other: \_\_\_\_\_

**Academic Related**

Note Taking  
Writing Skills  
Test Taking  
Scholarship  
Research  
Financial Aid  
Forms  
Math Anxiety  
Attendance issues  
Study Skills

**Career**

Choosing a Major  
Choosing a Career  
Resume Writing  
Interviewing Skills  
Job Search Skills  
Professional  
Mentor

**Personal**

Time Management  
Money Management  
Self-Esteem  
Motivation  
Goal Setting  
Problem Solving Skills  
Understanding Personality Types  
Stress Management

## PROGRAM PARTICIPATION REQUIREMENTS

- |   | <b>Initial</b> |
|---|----------------|
| ✓ Participant agrees to meet with SSS staff at least three (3) times per semester for academic advisement.                  | _____          |
| ✓ Participant agrees to attend mid-term evaluation session.   | _____          |
| ✓ Participation agrees to participate in at least one (1) cultural/academic enrichment event per year. (if applicable)      | _____          |
| ✓ Participant agrees to attend the mandatory orientation and three (3) study skills workshops.                              | _____          |
| ✓ Participant agrees to attend at least one four-year college/university campus visit (if applicable for graduate studies). | _____          |
| ✓ Participation agrees to participate in /tutoring and/or instruction. (if applicable)                                      | _____          |

## PARTICIPATION AGREEMENT & RELEASE OF INFORMATION

As a participant in the Troy University Student Support Services (SSS) Program, I am committed to my education. To gain the full benefits of the SSS Program, I will make a commitment to my academic goals and the assistance provided. I understand and will strive for 100% CLASS ATTENDANCE, 100% CLASS COMPLETION and A MINIMUM GRADE POINT AVERAGE OF 2.0. I also understand the Troy University SSS staff will review data from my application and interview to assist in assessing my academic and career planning needs. Therefore, all information used will be kept strictly at the highest level of confidentiality. I give the SSS staff permission to inquire about my class attendance, class work, tutoring sessions, and receive grade reports, and I give my instructors permission to release such information to SSS when requested. The SSS staff will assist me in achieving my academic goals only if I uphold my responsibilities in accordance with the Troy University Needs Assessment Form. Should I not meet the requirements and fulfill my academic goals, it may result in serious consequences regarding my continuation as a participant in the SSS program. \_\_\_\_\_ (Initial)

I authorize Student Support Services to gather information concerning all my academic progress (standardized test scores, grade point average, earned credit, transcripts, tutoring, etc.) and financial aid status prior to my participation in SSS. I understand that this information is used to help determine my eligibility for SSS and kept strictly confidential. I grant permission for SSS to gather information for follow up whenever appropriate, including, but not limited to, progress to graduate institutions. I am aware that my eligibility and financial aid status will be reported to the U.S. Department of Education in accordance with the grant funding regulations. I certify that the information provided on this application is true and complete to the best of my knowledge. I also agree to provide documentation upon request to verify the information reported. \_\_\_\_\_ (Initial)

I hereby authorize the use of my photographic image in any and all publications, such as the monthly newsletter, newspaper articles and campus-wide e-mail notices. I authorize Troy University to use my name, photo or information about me in promotion of the college through radio, television or other materials. I understand that my picture could come from a digital image such as my file or from photos taken on various field trips and social events. \_\_\_\_\_ (Initial)

I am aware that personal information provided to Student Support Services will be protected under the Federal Education Rights Privacy Act (FERPA) of 1974. No one will have access to the information unless they work with or for SSS, or are specifically authorized by me to see the information. \_\_\_\_\_ (Initial)

|                           |                  |             |
|---------------------------|------------------|-------------|
|                           | <b>Signature</b> | <b>Date</b> |
| Student: _____            | _____            | _____       |
| SSS Designee/Title: _____ |                  |             |



## WHAT IS STUDENT SUPPORT SERVICES?

TROY UNIVERSITY'S Student Support Services (SSS) is a federally funded initiative established to increase the retention and graduation rates of eligible students. We accomplish this mission through assisting students with attaining their education goals in an institutional climate that is supportive and necessary for academic success.

## WHAT KIND OF SERVICES DOES SSS PROVIDE?

Student Support Services is required to offer the following FREE services to students who qualify:

- \*Academic Tutoring/Support
- \* Study Skills Instruction
- \*Career Planning/Exploration
- \*Instructional Lab
- \* SSS Leadership Club
- \* Financial/Economic Literacy
- \* Graduate/professional School Preparation
- \* Academic Advice/Assistance
- \* Convenient Office Hours
- \* Outstanding and Friendly Staff

## WHAT ARE THE ELIGIBILITY REQUIREMENTS?

The SSS program is available to undergraduate students who are U.S. citizens enrolled at Troy University at the time of application and have an academic need. You must also meet at least one or more of the following criteria: a) first generation student; b) income within federal guidelines; and c) have a documented disability.

## WHERE IS STUDENT SUPPORT SERVICES LOCATED?

TROY CAMPUS SSS OFFICE IS LOCATED AT:  
**Shackelford Hall Annex \* Troy, AL 36082 \* 334.670.5985**