

# UNIVERSITY OF DELAWARE UNIVERSITY HONORS PROGRAM

## SUMMER COLLEGE 2009 APPLICATION INSTRUCTIONS

**NOTE TO APPLICANT:** Please read and follow all of the application instructions below in the order they are given and by the stated deadlines. This will ensure your application receives the full consideration it deserves. Since Summer College does not collect information about you in person, **it is very important that you complete and send all the items requested in the application process.** If you have any questions, please call the Summer College office at (302) 831-6560 or e-mail us at summercollege@udel.edu.

### **Step 1: Complete and submit the Summer College Application (Form A)**

- Application must be postmarked by May 1 if you will be applying for financial aid.
- Application must be postmarked by May 15 if you will not be applying for financial aid.
- Complete Applicant Information in its entirety.
- Complete Essay Questions. Attach to Summer College Application.
- Complete Applicant's Agreement.
- Have Parent(s)/Guardian(s) complete Parent/Guardian Information/Approval section.
- Have your school counselor send an official copy of your **ENTIRE high school transcript** (9th grade onward), including the current year's report card and **PSAT/SAT** scores, to Summer College. We will also accept the ACT scores if you have not taken the SAT.
- Complete Course Enrollment Information section. If you plan to enroll in a Second Summer Session course (or two), please contact the Summer College office for academic advisement prior to submitting your application. Of course, you can contact us if you have any other questions as well.
- Have Confidential Recommendation forms (**Form B**) completed by 2 teachers (if you are currently a junior) or 3 teachers (if you are currently a sophomore) and sent directly to Summer College by the writers. We are interested in having recommendations from teachers who instruct you in your academic work, therefore, please do not ask school/guidance counselors, coaches, band directors, etc. to submit references on your behalf.
- Complete Registration form. (See "Step 2" on the back of this page for instructions)
- Complete "How did you learn about Summer College" sheet.
- If applying for financial aid, include **Form C** and required documents. **IMPORTANT NOTE:** Since we do not determine financial aid awards except for students who are accepted to Summer College, if you plan to apply for financial aid, we must receive your Summer College Application (Form A) prior to or concurrent with your Confidential Financial Aid Request form and supporting documents. Please note the May 1 deadline for financial aid requests. This is a firm deadline due to our limited financial aid resources.
- Send completed application, essays, Registration Form, "How did you learn about Summer College" sheet, and Confidential Financial Aid Request materials with a **\$50 non-refundable application fee** to the address below. Make check payable to the "University of Delaware" and print the student's name and birthdate on the check.

UD Summer College  
University Honors Program  
207A Elliott Hall  
University of Delaware  
Newark, DE 19716-1256

For further information call,  
(302) 831-6560 or send an  
e-mail to:  
summercollege@udel.edu.

## **Step 2: Registration Form**

**Once your completed Summer College application is on file, it will be reviewed. If you are admitted to Summer College, we will submit the Registration form to the Registrar's Office so they can create a record for you in our Student Information System database. Until that record is created, we cannot schedule you for any classes. So, it is very important that you complete and submit this form promptly, completely and accurately.**

**Instructions: Please print all information neatly on the Registration Form.**

1. Please checkmark "I intend to register later. Please enter this information now."
2. Social Security Number (This number is required data and is used by the University for registration purposes. Summer College does not use it to personally identify you. We will use the Student ID number you are assigned once your student record has been created.)
3. Date of birth
4. Gender
5. Name (first, middle, last, suffix)
6. Home street address
7. UD E-mail Address (Ignore this field unless you do, in fact, have a UD E-mail address.)
8. Alternate E-mail Address (Enter an **active** address here if you have one. We frequently have to contact prospective students using e-mail.)
9. Country of Citizenship
10. Visa Type (if applicable)(Add your Permanent Resident number if applicable in the blank space on the page near your Visa Type entry.)
11. Home phone (not your cell phone)
12. Daytime Phone (put your cell phone number or your parent's/guardian's work number here.)

**Please make sure you complete the Residency for Tuition Purposes accurately and completely. Errors in certifying your residency create course registration delays. The reason we ask you to complete this section is that the State of Delaware provides a grant to Summer College for the purpose of partially subsidizing the tuition portion of the Program Fee for in-state students.**

13. Delaware (in-state) residents will have to certify they have maintained a permanent domicile in Delaware for at least 12 consecutive months in order to qualify for the in-state Program Fee. You will be asked to enter the month, day, and year your residency began. Usually, this is your birth date if you were born in Delaware or the date you established a permanent domicile in Delaware. Then you will be asked to enter a date to which your residency has continued. Usually, that is the date you completed the Registration form. **Don't forget to enter your signature in the box.**
14. Non-Delaware (out-of-state) residents must sign the form at the appropriate place stating they are not a Delaware resident and do not qualify for the in-state Program Fee.
15. Complete the section, "How are you most comfortable describing yourself."
16. It is optional to complete the Academic Area of Interest.

***Note: The Registration Form will not be submitted to the Registrar's Office if a student is not accepted to Summer College.***