

Student Application Form

Kaplan Educational Foundation Leadership Program



Please mail or fax your completed application to:

Kaplan Leadership Program Admissions
c/o Kaplan Educational Foundation
888 Seventh Avenue, New York, NY 10106
Phone: (212) 707-5300 Fax: (212) 957-1646

If you prefer, you may complete this application online and submit it via email by going to:

www.KaplanEdFoundation.org/KLP/Applications

All applicants to the Kaplan Leadership Program must meet the following qualifications for consideration:

- Enrollment in an accredited associate's degree program in the New York City area
- Minimum GPA of 3.25 (on a 4.0 scale)*
- Completion of 12 to 30 non-remedial college credits by application deadline
- U.S. citizen or permanent resident
- Current recipient of federal and/or state financial aid
- Member of an underserved or underrepresented population
- Desire to transfer to a bachelor's program immediately upon completion of an associate's degree

*See application instructions below for details

In addition to this completed application, please provide:

1. **Official College Transcript:** Please contact all colleges you have attended and request that they mail an official transcript to the address above.

NOTE: If your GPA at your current college is below 3.25, please submit a brief statement (limited to 200 words) that explains why your current GPA might not be reflective of your academic potential.

2. **High School Transcript or Copy of GED Scores:** Please contact all high schools you have attended and request that they mail an official transcript to the address above. If you received a GED, you must submit a copy of your GED diploma and scores. This can be sent via mail or fax as provided above.
3. **Financial Aid Eligibility:** As proof of financial aid eligibility, please submit:
 - a. All pages of your Student Aid Report (SAR).
 - b. An award letter from your college for the 2008-2009 academic year.
4. **Record of Relevant Employment or Internship History:** Please provide us with a resumé or employment history, including summer and volunteer jobs. For each position, provide the following:
 - a. Name of employer
 - b. Position(s) held
 - c. Dates of employment
 - d. Employer address and phone number
5. **References:** The Kaplan Leadership Program requires at least three letters of reference. Each applicant should provide a completed "My References" form. The "My References" form requires that you provide a name, email address and phone number for each person who will submit a reference on your behalf. At least one reference must be from a college professor or high school teacher who has taught you in the last two years and only one of the three required references may be a family member. The references should complete the form provided. The forms can be submitted via fax or by mail as provided above. They can also be completed online and submitted via email by going to www.KaplanEdFoundation.org/KLP/References. The references should be from individuals who know you well and who can speak to your personal attributes. Contact each of your potential references, ask if they are willing to serve as a reference, and give them the reference form to complete and submit. If you need assistance in making such a request, you can find information online at www.KaplanEdFoundation.org/FAQs.

6. **Optional:** You may submit a nomination form. The nomination form must be completed by a member of the faculty, staff or administration at your current college and should be submitted in advance of your application. Nomination forms can be downloaded from **www.KaplanEdFoundation.org/KLP/References**

NOTE: The nomination form cannot be completed by the person providing your primary reference.

If you need additional forms, you may download them online.

- Application forms: Visit www.KaplanEdFoundation.org/KLP/Applications
- Reference forms: Visit www.KaplanEdFoundation.org/KLP/References

Your references can download and complete the form for submission via e-mail, fax or mail. Otherwise, you can provide a print out of the form to your references and ask them to submit it via fax or by mail.

1 Personal Information

Student Application

First Name _____ Last Name _____

E-mail Address _____

Phone Numbers: Home _____ Cell _____

Ethnicity _____ Date of Birth: Month _____ Day _____ Year _____ Gender: Female Male

Are you a U.S. citizen or Permanent Resident? Yes No

How did you hear about the Kaplan Leadership Program?

School official (professor, scholarship office, etc.) School communication (school website, postcard, campus TV, e-mail, etc.)

Materials on campus (tabling, brochure, poster, etc.) On-campus session/workshop

Word of mouth (friend, family, classmate) _____ Other (please specify- Internet search, etc.) _____

Current Kaplan Scholar (please provide his/her name) _____

2 Residential Address

Address _____

City _____ State _____ Zip Code _____

3 Mailing Address *(if different from residential address)*

Address _____

City _____ State _____ Zip Code _____

4 College Attendance

Are you enrolled in an accredited associate's degree program in the New York City area? Yes No

If yes, what is the name of the college? _____

Number of credits completed _____ Number of credits in progress _____

Dates of college attendance: From _____ / _____ / _____ To _____ / _____ / _____

Other college attended: Name _____ From _____ / _____ / _____ To _____ / _____ / _____

Degree earned (circle one): AA BA BS None Other (specify) _____ Year _____

Other college attended: Name _____ From _____ / _____ / _____ To _____ / _____ / _____

Degree earned (circle one): AA BA BS None Other (specify) _____ Year _____

5 Federal Student Aid

Are you receiving Federal or State Student Aid for the 2008–2009 academic year? Yes No

6 Academic Record

Cumulative College GPA _____ High School GPA or GED score _____

NOTE: If your GPA at your current college is below 3.25, please submit a brief statement (limited to 200 words) that explains why your current GPA might not be reflective of your academic potential.

7 High School/Secondary School Information

Student Application

Indicate your secondary education status (check all that apply): _____

Graduated from High School. Date of graduation: _____ / _____

Withdrew from High School. Last grade completed _____

Completed GED. Test date: _____ / _____

Name of High School _____ City _____ State _____ Country _____

Other High School Attended: Name _____ City _____ State _____ Country _____

8 Extracurricular Activities

List all extracurricular activities you have participated in over the last three years. Please include any activities on and off campus, names of organizations, the duration of your participation and any positions held. (Please use additional paper if more space is needed.)

Activity/Organization Name _____

Positions Held _____ From _____ / _____ To _____ / _____

Activity/Organization Name _____

Positions Held _____ From _____ / _____ To _____ / _____

9 Employment

Current Employer 1 _____ Number of hours worked per week _____

Job Title/Description _____ Salary _____ hr/weekly/monthly (circle one)

How long have you been with this employer? From _____ / _____ To _____ / _____

Current Employer 2 _____ Number of hours worked per week _____

Job Title/Description _____ Salary _____ hr/weekly/monthly (circle one)

How long have you been with this employer? From _____ / _____ To _____ / _____

Do you have any other sources of income? Please specify

Type _____ Amount _____ weekly/monthly/annually (circle one)

9 Short Answer Questions (Please submit your answers to the following questions on a separate sheet of paper.)

- If you had no barriers and could do anything you wanted to, what would be your long-term academic and career aspirations and why? (400 word limit)
- This program helps remove barriers to a student's success, whether they are academic or personal. Do you believe you have barriers that limit your academic and/or professional goals? If yes, describe them. If no, why not? Note: The barriers you indicate should not be limited to financial constraints. (400 word limit)
- What have you done in the last year to improve or expand on your academic experience in order to get closer to achieving your academic and professional goals? If you had no barriers, what changes would you make to reach these goals? (400 word limit)

10 Personal Statement (1000 word limit) (Please submit your answers to the following question on a separate sheet of paper.)

Describe yourself and help us understand why you are a great candidate for the Kaplan Leadership Program. Tell us about what or who motivates you to succeed, who has helped you become the person you are, and what lessons you learned from them that guide you through life and influence how you manage everyday problems. We're also interested in hearing about what life changes and/or sacrifices you have made to attend college.

Waiver and Signature

The information I have submitted is true to the best of my knowledge. I understand that the contents of this application are subject to verification and, if found untrue, will result in my disqualification.

Signature of Applicant _____

Printed Name of Applicant _____

Date _____