



UNIVERSITY OF CENTRAL FLORIDA

TRiO Programs

# 2021-22 Student Support Services Application



TRIO Student Support Services (SSS) is a federal program funded by a grant from the U.S. Department of Education. The SSS grant provides opportunities for academic development, assists students with basic college requirements, and serves to motivate students toward the successful completion of their post-secondary education. The goal of the SSS grant is to increase the college retention and graduation rates of its participants.

The SDES TRIO Center offers **two** SSS programs:

- ❖ PRIME STEM for students in STEM Majors: biomedical sciences, health sciences, engineering, computer science, biology and chemistry (124 qualified students)
- ❖ Project BEST for students in all majors (excluding STEM listed above) at UCF (144 qualified students)

Students are accepted to an SSS program based on eligibility criteria, academic need, and space availability. Completion of this application does not guarantee acceptance into either program.

## Applicant Checklist

- ☐ Official Application
- ☐ Signed Student Agreement
- ☐ For applicants with a financial need, proof of income is required. Refer to “Income Verification Instructions” for details.
- ☐ Appreciative Advising Inventory
- ☐ Individualized Academic Plan
- ☐ Research Study Consent Form (Soft Skills Deficit)
- ☐ Career Readiness/Development Pre & Post Course Survey
- ☐ Research Study Consent Form (Personal & Family Finances)
- ☐ Personal Finance Curriculum Pre & Post Course Survey



*The contents of this document were developed under a grant from the U.S. Department of Education. However, these contents do not necessarily represent the policy of the Department of Education, and you should not assume endorsement by the Federal Government.*

**TRIO Programs**  
University of Central Florida  
P.O. Box 161920  
Orlando, FL 32816-1920  
407-823-4165

(Revised 8/11/21)



UNIVERSITY OF CENTRAL FLORIDA

**TRiO Programs**

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

Application for: ☐ PRIME STEM or ☐ Project BEST

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

UCFID: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

UCF Email: \_\_\_\_\_@knights.ucf.edu

Home Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Preferred method of contact: ☐ Email ☐ Text ☐ Call ☐ Social Media ☐ Online platform (Zoom, Skype, Facetime, etc.)

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Do you work? ☐ Yes ☐ No

If yes, how many hours each week? \_\_\_\_\_

Do you consider yourself Hispanic/Latino? ☐ Yes ☐ No**Gender:**☐ Male☐ Female☐ Other/No Response**Select the race or races with which you identify:**☐ American Indian/Alaskan Native☐ Asian☐ Black or African American☐ Native American/Other Pacific Islander☐ WhiteCitizenship: ☐ US Citizen ☐ US Permanent Resident [Resident ID# \_\_\_\_\_]**ELIGIBILITY INFORMATION**

TRIO SSS Programs serve college students who are first-generation, demonstrate a high financial need as defined by the Federal TRIO Programs Current-Year Low-Income Levels, and/or have a documented disability. Two thirds of SSS scholars must be both first-generation and low-income.

Has your mother completed a bachelor's degree? ☐ Yes ☐ NoHas your father completed a bachelor's degree? ☐ Yes ☐ NoHave you completed a FAFSA? ☐ Yes ☐ NoDoes your financial aid package include a Pell Grant? ☐ Yes ☐ No ☐ Unknown

If you indicated Yes or Unknown, you will need to provide proof of income (see "Income Verification Instructions").

Please select all programs of assistance you or members of your household receive:

☐ Public Assistance TAN-F☐ Social Security☐ Veteran's Benefits☐ Vocational Rehabilitation (Describe services: \_\_\_\_\_)Do you have a disability? ☐ Yes ☐ No

Are you registered with UCF Student Accessibility Services?

☐ Yes☐ No

Have you previously participated in a Federal TRIO Program?

☐ Yes☐ No

If yes, select the program(s):

☐ Student Support Services☐ Talent Search☐ Upward Bound☐ Upward Bound Math/Science☐ Veterans Upward Bound☐ Educational Opportunity Center☐ Ronald E. McNair Post-baccalaureate Achievement Program



# TRiO Programs

## UNIVERSITY OF CENTRAL FLORIDA ACADEMIC INFORMATION

**Academic Standing:**    ☐ 0-29 hours    ☐ 30-59 hours    ☐ 60-89 hours    ☐ 90+ hours

**When was/is your first semester at UCF?**    ☐ Summer    ☐ Fall    ☐ Spring    Year: \_\_\_\_\_

**Are you a transfer student?** ☐ Yes ☐ No    **Do you have an AA?** ☐ Yes ☐ No    **What institution?** \_\_\_\_\_

**Major:** \_\_\_\_\_    **Minor:** \_\_\_\_\_

**What is your projected UCF graduation date?**    ☐ Summer    ☐ Fall    ☐ Spring    Year: \_\_\_\_\_

**Educational Goal:**    ☐ Bachelor's    ☐ Master's    ☐ Doctoral    ☐ Professional (medical, dental, vet, etc.)

Academic Need – Federal regulations require that all participants in TRIO SSS programs demonstrate an academic need for program services. Each semester all SSS scholars are required to meet with their SSS advisor, complete two Canvas assignments, and engage in at least two services. SSS offers the following services.

**If accepted, what services are you most likely to utilize?**

- ☐ Peer tutoring (math/statistics/1000- and 2000-level sciences)
- ☐ Academic coaching to improve study skills
- ☐ Financial aid and financial literacy counseling/workshops
- ☐ Graduate/professional school workshops
- ☐ Career counseling
- ☐ Life management & academic success workshops
- ☐ Cultural or social events

**Take the Barsch Learning Style Inventory at <http://faculty.valenciacollege.edu/koverhiser/Learningstyles.htm> and provide your results below:**

\_\_\_\_\_ Visual (sight)    \_\_\_\_\_ Auditory (sound)    \_\_\_\_\_ Tactile/Kinesthetic (small/large motor movements)

**Answer the following questions about yourself.** This information will help us to better understand and assess your needs.

*Describe your career and/or professional goals.*

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*What academic and/or personal obstacles do you face in completing your degree at UCF?*

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UNIVERSITY OF CENTRAL FLORIDA

## TRiO Programs

### Confidentiality and Release of Information

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. Additionally, The Privacy Act of 1974, Title 5 U.S.C. § 552a, establishes a code of fair information practice that governs the collection, maintenance, use, and dissemination of personally identifiable information about individuals that is maintained in systems of records by federal agencies.

- I. **Documentation**, I hereby give permission for the Student Support Services Program to retrieve, store, and report the following information: College Grade Reports and Transcripts (official and unofficial), SAT/ACT Scores, Financial Aid Award Notices, and, if applicable, documentation regarding status as a Learning Disabled (LD) or Physically Impaired person, or any other information regarding my status as a University of Central Florida student.
- II. **Tracking**, I hereby give permission for the Student Support Services Program to retrieve, store, and report education verification information and student outcomes research about me that is gained from the National Student Clearinghouse and other sources.
- III. **Images**, I give Student Support Services permission to photograph, video tape and/or record me. Further, I give permission for the Student Support Services Program to use and store these images on Web sites, brochures and/or program and media related publications.
- IV. **Sharing**, I hereby give permission for the Student Support Services Program to share my UCF email, phone number, permanent address, class schedule and learning style with SDES TRIO Center student staff (peer mentors, peer tutors, and academic coaches) to use in student-to-student sessions.

I understand that the information contained herein will be kept in confidence and will not be revealed to anyone except Student Support Services personnel, University of Central Florida officials such as the Registrar's Office, Student Disability Services, Office of Financial Assistance or representatives of the United States Department of Education and in accordance with the Family Educational Rights and Privacy Act.

Student Last Name (please print) \_\_\_\_\_ First Name \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

SDES TRIO Center Signature \_\_\_\_\_ Date \_\_\_\_\_

## Project BEST Student Agreement

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

I understand the goal of the Project BEST/TRiO Student Support Services Program (TRiO) is to increase the college retention and graduation rates of its participants and help students make the transition from one level of higher education to the next. Project BEST enhances my academic success at the University of Central Florida through various support services such as but not limited to:

- ❖ Academic tutoring
- ❖ Advice and assistance in post-secondary course selection
- ❖ Education/counseling to improve financial and economic literacy
- ❖ Information in applying for Federal Student Aid
- ❖ Assistance in completing and applying for Federal Student Aid
- ❖ Assistance in applying for admission to Graduate School and obtaining Federal Student Aid

Please initial each item to indicate that you are in agreement.

\_\_\_\_\_ I agree to attend Project BEST Orientation.

\_\_\_\_\_ I agree to meet with the Project BEST Coordinator **at least once each semester (fall and spring)**.

\_\_\_\_\_ I agree to complete an Individualized Academic Plan (IAP) **each academic year**. I will review my IAP with the Project BEST Coordinator each year to track my progress.

\_\_\_\_\_ I agree to attend a **minimum of two (2) Project BEST workshops each semester (fall and spring)**.

\_\_\_\_\_ I agree to complete **one (1) Canvas assignment per academic year** in each of the following modules: Financial Literacy, Financial Aid, Career Readiness, and Academic Skills.

\_\_\_\_\_ I agree to meet with my Academic Coach **once each semester (fall and spring)**.

\_\_\_\_\_ I agree to meet with a Peer Mentor/Peer Tutor **as needed**.

\_\_\_\_\_ I agree to make a concerted effort to achieve and sustain good academic standing. If my GPA falls below a 3.0 or if I am not doing well in a class, I understand that I must meet with a Project BEST staff member to arrange for extra academic support to help me be successful.

I understand that I will automatically be disqualified from the program if I am disqualified from the University of Central Florida or join another TRiO Program. I understand that I cannot be enrolled in two TRiO programs simultaneously. Further, I understand that either the Program Manager or I may void this contract without any obligations. I am aware that federal regulations require Student Support Services to monitor my progress for six years from my acceptance date.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Project BEST Staff Signature

\_\_\_\_\_  
Date

**Income Verification Instructions****Why do we ask for financial documentation?**

According to federal guidelines, TRiO Student Support Services must provide documentation of a student's eligibility for the program to the U.S. Department of Education. Regulations state that two-thirds of participants must meet the federal first-generation *and* low-income guidelines.

**What are the Federal TRiO Programs Current-Year Low-Income Levels?**

Effective **January 13, 2021** until further notice

Size of Family Unit	48 Contiguous States, D.C., and Outlying Jurisdictions	Alaska	Hawaii
1	\$19,320	\$24,135	\$22,230
2	\$26,130	\$32,655	\$30,060
3	\$32,940	\$41,175	\$37,890
4	\$39,750	\$49,695	\$45,720
5	\$46,560	\$58,215	\$53,550
6	\$53,370	\$66,735	\$61,380
7	\$60,180	\$75,255	\$69,210
8	\$66,990	\$83,775	\$77,040

For family units with more than eight members, add the following amount for each additional family member: \$6,810 for the 48 contiguous states, the District of Columbia and outlying jurisdictions; \$8,520 for Alaska; and \$7,830 for Hawaii.

The term "low-income individual" means an individual whose family's taxable income for the preceding year did not exceed 150 percent of the poverty level amount.

The figures shown under family income represent amounts equal to 150 percent of the family income levels established by the Census Bureau for determining poverty status. The 2021 poverty guidelines are in effect as of January 13, 2021. Federal Register notice was published February 1, 2021.

## Income Verification Instructions

### What kinds of forms are accepted for verification?

There are two options for completing income verification.

Option A is to provide a copy of your 2020 tax return forms (1040) if you are an INDEPENDENT student or to provide a copy of your parent's/legal guardian's 2020 tax return forms if you are a DEPENDENT student. **Your parent/legal guardian's signature must be on the form.**

Option B is to complete the applicable Income Verification Form (either INDEPENDENT or DEPENDENT) and provide a printout of your 2021-2022 FAFSA Student Aid Report (SAR). **Your parent/legal guardian's signature must be on the SAR if you are DEPENDENT student.**

### How do I know if I am an independent or dependent student?

If you answer YES to any of the following questions, you are considered an INDEPENDENT student. If you answer NO to all of the following questions, you are a DEPENDENT student.

- |           |          |  |
|-----------|----------|--|
| Yes _____ | No _____ | Were you born before January 1, 1997?  |
| Yes _____ | No _____ | Are you less than 18 years of age and have no parent or guardian?  |
| Yes _____ | No _____ | Prior to reaching 18 years of age, were you an emancipated minor or did you have a court-appointed legal guardian?       |
| Yes _____ | No _____ | At any time since reaching 13 years of age, were you an orphan, in foster care, or a ward of the court?                  |
| Yes _____ | No _____ | Are you married?   |
| Yes _____ | No _____ | Do you have children or other dependents (other than a spouse who received more than half of their support from you)?    |
| Yes _____ | No _____ | Are you serving active duty (for other than training purposes) in the U.S. Armed Forces?                                 |
| Yes _____ | No _____ | Are you a U.S. Armed Forces veteran who was on active duty and was released under a condition other than dishonorable?   |
| Yes _____ | No _____ | Are you homeless (i.e. you lack a fixed, regular, and adequate nighttime residence) or are at risk of becoming homeless? |



UNIVERSITY OF CENTRAL FLORIDA

## TRiO Programs

### Income Verification Form (Dependent Students)

The following information is utilized in determining your eligibility for this program and will remain confidential. Failure to accurately answer a question(s) may result in denial of your application.

If you are a DEPENDENT student for financial aid purposes, please complete Sections A and B. Provide a printout of your FAFSA Student Aid Report along with this completed form.

#### Check one of the following:

##### Section A: Your parent/legal guardian must answer questions (as appropriate).

\_\_\_\_\_ My family filed a 2020 tax return.

- a. What is the total number of people (including you) in your household? \_\_\_\_\_ people
- b. What was your taxable (not total) income in 2020? \$ \_\_\_\_\_

Your taxable income can be found on the federal income tax return:

On IRS Form 1040 (2020), see line 15

\_\_\_\_\_ My family did not file a 2020 tax return.

##### Section B: Please read the following statement and then sign and date. Your parent or legal guardian must also read the following statement and then sign and date.

By signing this 2021-22 Income Verification Form, I am verifying that the information that I have provided to UCF TRiO Student Support Services program is true and correct.

\_\_\_\_\_  
PRINT Student's Name

\_\_\_\_\_  
PRINT Parent or Legal Guardian's Name

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent or Legal Guardian's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date





UNIVERSITY OF CENTRAL FLORIDA

## TRiO Programs

### Income Verification Form (Independent Students)

The following information is utilized in determining your eligibility for this program and will remain confidential. Failure to accurately answer a question(s) may result in denial of your application.

If you are an INDEPENDENT student for financial aid purposes, please complete Sections A and B. Provide a printout of your FAFSA Student Aid Report along with this completed form.

#### Check one of the following:

##### Section A: Answer the questions about yourself (as appropriate).

\_\_\_\_\_ 1. I filed a 2020 tax return.

- a. What is the total number of people (including you) in your household? \_\_\_\_\_ people
- b. What was your taxable (not total) income in 2020? \$ \_\_\_\_\_

Your taxable income can be found on the federal income tax return:

On IRS Form 1040 (2020), see line 15

\_\_\_\_\_ 2. I did not file a 2020 tax return.

##### Section B: Please read the following statement and then sign and date.

By signing this 2021-22 Income Verification Form, I am verifying that the information that I have provided to the UCF TRiO Student Support Services program is true and correct.

\_\_\_\_\_  
PRINT Student's Name

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

## Appreciative Advising Inventory

	Strongly Disagree	Disagree	Neither Disagree Nor Agree	Agree	Strongly Agree
1. I am committed to being a life-long learner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. I am committed to earning a degree.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. I attend all my classes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. College is preparing me for a better job.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. I have a commitment to self-development and personal growth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. I have a strong desire to get good grades.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. At the present time, I am actively pursuing my academic goals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. It is important to help others and I do so on a regular basis.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. When challenged, I stand up for my beliefs and convictions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. I take personal responsibility for my actions and decisions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. I have a strong desire to make something of my life.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. I'm good at planning ahead and making decisions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. I know and feel comfortable around people of different cultural, racial, and/or ethnic backgrounds.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. I believe in myself and my abilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. I have built positive relationships with my friends.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. I feel that I have control over many things that happen to me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. I feel good about being a college student.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. I feel positive about my future.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Right now I see myself as being pretty successful.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. At this time, I am meeting the goals I have set for myself.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. If I should find myself in a difficult situation, I could think of many ways to get out of it.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. I can think of many ways to reach my current goals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

		<b>Strongly Disagree</b>	<b>Disagree</b>	<b>Neither Disagree Nor Agree</b>	<b>Agree</b>	<b>Strongly Agree</b>
23.	I feel that my family supports my educational pursuits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24.	I feel loved by my family.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25.	I value my parents' advice.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26.	I know at least 3 people who work at my university that I can go to for advice and support.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27.	It is important that I not let my professors or teachers down.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28.	I participate in community activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29.	Someone outside my family supports my educational pursuits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30.	My parents support my educational pursuits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31.	My close friends support my educational pursuits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32.	My university is a caring, encouraging place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33.	I feel valued and appreciated by my fellow students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34.	I have at least 2 adults in my life that model positive, responsible behavior.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35.	My best friends model responsible behavior. They are a good influence on me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36.	I participate in activities on campus.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37.	It is important for me to consider social expectations while making decisions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38.	I seek the opinions of my family when faced with major decisions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
39.	I seek the opinions of my friends when faced with major decisions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40.	The values of my institution are consistent with my own.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
41.	I am working hard to be successful.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
42.	I have good time management skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
43.	I turn in all my assignments on time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44.	I successfully balance my academic pursuits with my personal life.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Individualized Academic Plan

*To be completed by all Project BEST scholars in the first semester of SSS program.*

<b>Student Name:</b> <b>Major:</b> <b>Are you a transfer student?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>UCF ID:</b> <b>Anticipated Graduation Date:</b> <b>Do you have your Associate in Arts?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
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The purpose of this growing document is to develop a plan for your success by identifying factors that will strengthen your academics, prepare you for graduation and beyond, improve your financial knowledge, and allow you to make the most of your time as a student at UCF.

Why did you choose you major? What do you aim to accomplish by earning your degree/what is your career goal?	
What do you anticipate to be your biggest obstacle(s) in reaching your full academic and career potential?	
What other skills do you want to learn during your time at UCF that will help you after graduating (public speaking/communication, leadership, etc.)?	
What Project BEST services do you think will most benefit you?	
<input type="checkbox"/> Supplementary Advising	<input type="checkbox"/> Review degree audit before registration; consult before changing majors or adding minors
<input type="checkbox"/> Academic Tutoring	<input type="checkbox"/> Math, statistics, chemistry, and biology courses:
<input type="checkbox"/> Education/Counseling to improve financial and economic literacy	<input type="checkbox"/> Assistance in creating a financial plan or goal setting
<input type="checkbox"/> Information/Assistance in applying for Financial Aid	<input type="checkbox"/> Assistance looking for scholarships and reviewing application materials
<input type="checkbox"/> Assistance applying for admission to Graduate/Professional	<input type="checkbox"/> Reviewing schools, admission requirements, and application materials
<input type="checkbox"/> Peer Mentoring	<input type="checkbox"/> Getting involved, experiences with particular courses, school/life balance, study assistance
<input type="checkbox"/> Academic Coaching	<input type="checkbox"/> Goal setting, time management, study skills, school/life balance

Student Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Reviewed by \_\_\_\_\_ on \_\_\_\_\_



UNIVERSITY OF CENTRAL FLORIDA

## TRiO Programs

### Be a Part of the Student Support Services (TRIO) Research Study "Helping SSS Students Bridge the Soft Skills Deficit"



#### What: The Student Support Services (TRIO) Research Study

You are being invited to take part in a research study. Whether you take part is up to you.

The purpose of this research is to analyze data collected from TRIO Student Support Services (SSS) to study how information provided to students minimize the adverse impact of poor decisions in general and specifically, decisions involving personal finance.

As part of the SSS program (PRIME STEM & Project BEST) requirements, you will complete:

- Individual Academic Plan
- Career Plan
- Pre and Post Course Surveys
- Online career readiness/development modules via Canvas

We are requesting access to the Individual Academic Plan (IAP), Career Plan, Pre & Post Course Surveys, and online career readiness/development modules to analyze for research purposes.

Your participation in this study is voluntary. You are free to withdraw your consent and discontinue participation in this study at any time without prejudice or penalty. Your decision to participate or not participate in this study will in no way affect your relationship with UCF or relationship with TRIO SSS, including continued enrollment, grades, employment or your relationship with the individuals who may have an interest in this study.

The Individual Academic Plan; Career Plan; Pre and Post Course Surveys; and online career readiness/development modules may include your identifiable information such as name, contact information, and demographic information. This will only be accessed by study team members. The electronic data will be password protected, and data collected on paper will be housed in a locked cabinet in a locked room in the SSS office. All study data, including identifiable data, will be kept five years after the study closure. None of your identifiable information will be used in the publication of this study.

You must be 18 years of age or older and a UCF undergraduate student participating in the SSS program: PRIME STEM or Project BEST to take part in this research study.

**Study contact for questions about the study or to report a problem:** If you have questions, concerns, or complaints contact: Dr. Rebekah Mc Cloud, Executive Director, TRIO Programs, (407) 823-0344 or by email at [rebekah.mccloud@ucf.edu](mailto:rebekah.mccloud@ucf.edu).

**IRB contact about your rights in this study or to report a complaint:** If you have questions about your rights as a research participant, or have concerns about the conduct of this study, please contact Institutional Review Board (IRB), University of Central Florida, Office of Research, 12201 Research Parkway, Suite 501, Orlando, FL 32826-3246 or by telephone at (407) 823-2901.

☐ Yes, I would like to be a part of the study.

☐ No, I would not like to be a part of the study.

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

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

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

☐ PRIME STEM or ☐ Project BEST





## Career Readiness/Development Pre & Post Course Survey

Complete this form **ONLY** if you have agreed to participate in the affiliated research study.

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

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

Major: \_\_\_\_\_

Gender: \_\_\_\_\_

Instructions: Place an "X" by your chosen answer.

☐ PRIME STEM or ☐ Project BEST

Yes	No	Question
		1. Do you currently have a written career plan?
		2. Do you know what jobs are included in the "in-demand industry sector or occupations"?
		3. Do you feel one of the most important factors to consider when choosing a career is income potential?
		4. Can you identify the technical, or "hard", skills associated with the career for which you are preparing?
		5. Can you identify the "soft" skills associated with the career for which you are preparing?
		6. Do you know what the term "critical thinking skills" means?
		7. Do you have the ability to communicate effectively?
		8. Can you solve problems creatively?
		9. Do you know how to work collaboratively?
		10. Do you know how to adapt to changing priorities?
		11. Do you have good oral and written communications?
		12. Do you think service learning is useful to your career planning?
		13. Do you plan to complete an internship before you graduate?
		14. Do you have an "elevator speech"?
		15. Do you plan to complete a job shadowing experience?
		16. Can you identify essential employability skills?
		17. Do you know what the industry certifications are for your planned career?
		18. Do you have a mentor?
		19. Have you attended a career fair?
		20. Have you visited the Career Services office?



UNIVERSITY OF CENTRAL FLORIDA

## TRiO Programs

### Be a Part of the Student Support Services (TRIO) Research Study “SSS Students and their Knowledge of Personal & Family Finances.”



#### What: The Student Support Services (TRIO) Research Study

You are being invited to take part in a research study. Whether you take part is up to you.

The purpose of this research is to analyze data collected from TRIO Student Support Services (SSS) to study how information provided to students minimize the adverse impact of poor decisions in general and specifically, decisions involving personal finance.

As part of the SSS program (PRIME STEM & Project BEST) requirements, you will complete:

- Individual Academic Plan
- Financial Literacy Plan
- Personal Finance Curriculum Pre and Post Course Surveys
- Online financial/economic literacy module via canvas

We are requesting access to the Individual Academic Plan (IAP), Financial Literacy Plan and Personal Finance Curriculum Pre & Post Course Surveys to analyze for research purposes.

Your participation in this study is voluntary. You are free to withdraw your consent and discontinue participation in this study at any time without prejudice or penalty. Your decision to participate or not participate in this study will in no way affect your relationship with UCF or relationship with TRIO SSS, including continued enrollment, grades, employment or your relationship with the individuals who may have an interest in this study.

The Individual Academic Plan; Financial Literacy Plan; Personal Finance Curriculum Pre and Post Course Surveys; and online financial/economic literacy modules may include your identifiable information such as name, contact information, and demographic information. This will only be accessed by study team members. The electronic data will be password protected, and data collected on paper will be housed in a locked cabinet in a locked room in the SSS office. All study data, including identifiable data, will be kept five years after the study closure. None of your identifiable information will be used in the publication of this study.

You must be 18 years of age or older and a UCF undergraduate student participating in the SSS program: PRIME STEM or Project BEST to take part in this research study.

**Study contact for questions about the study or to report a problem:** If you have questions, concerns, or complaints contact: Dr. Rebekah Mc Cloud, Executive Director, TRIO Programs, (407) 823-0344 or by email at [rebekah.mccloud@ucf.edu](mailto:rebekah.mccloud@ucf.edu).

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☐ Yes, I would like to be a part of the study.

☐ No, I would not like to be a part of the study

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

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

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

☐ PRIME STEM or ☐ Project BEST





## Personal Finance Curriculum Pre & Post Course Survey

Complete this form **ONLY** if you have agreed to participate in the affiliated research study.

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

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

Major: \_\_\_\_\_

Gender: \_\_\_\_\_

Instructions: Place an "X" by your chosen answer.

☐ PRIME STEM or ☐ Project BEST

Yes	No	Question
		1. Do you currently make a written monthly budget?
		2. Do you think it is important to build up your FICO score by taking out credit cards and car loans?
		3. Do you feel one of the most important factors to consider when choosing a career is income potential?
		4. Can you receive a free credit report once a year from each of the three major credit bureaus?
		5. Do you currently have an emergency fund?
		6. Do you save money on a regular basis?
		7. Do you use coupons?
		8. Do you know how to protect your identity?
		9. Do you think having a credit card is necessary to build your credit?
		10. Do you know how to save money on car insurance?
		11. Do you think having renter's insurance is necessary when you rent an apartment or live in a college dorm?
		12. Do you think it is necessary to take out a student loan to go to college?
		13. Do you know the difference between a credit union and a bank?
		14. Do you know what to do to request a rate reduction on your credit card interest rate?
		15. Do you make a weekly meal plan?
		16. Have you ever used the "30-day rule" while shopping?
		17. Do you know how much money you actually take home per hour you devote to work?
		18. Do you comparison shop?
		19. Do you have a hobby that have an upkeep cost?
		20. Do you spend more than \$10 on convenience food per week?

Adapted from Wann, C. R. (2016). *The Impact of Teaching Financial Literacy to College Students. Journal of Economic & Financial Literacy* & Hamm, T. (2019). *60 Simple Rules of Personal Finance* at <https://www.thesimpledollar.com/save-money/sixty-simple-rules-of-personal-finance/>.



Thank you for completing the Project BEST application. Please return the application via email to [keyera.lyn@ucf.edu](mailto:keyera.lyn@ucf.edu) or drop it off Monday-Friday between 8-5pm to Howard Phillips Hall, Suite 208.

**Reminder: Don't forget to submit your income verification documentation with your application. Refer to the top of page 7 for instructions. You can either submit your FAFSA Student Aid Report (SAR) or the 1040 tax form.**