BROOKDALE COMMUNITY COLLEGE
EDUCATIONAL OPPORTUNITY FUND

Admission Packet
2017-2018

EOF
Preparation for students for college completion, transfer to four year colleges, workforce entry, and responsible citizenship
JOIN OUR FAMILY

WE EXCEL AT HIGH LEVELS

WE SEEK NEW HORIZONS
EOF RISING LEADERS ACADEMY
COMMUNITY SERVICE, ISSUE ADVOCACY, PUBLIC EDUCATION

Be the CHANGE that YOU want to SEE in the WORLD
Program Message

Thank you for showing an interest in wanting to establish a relationship with Brookdale’s EOF Program. The students participating in our program are highly motivated, goal-oriented, and committed to seeking a college degree/certificate as they pursue their educational and career-related goals. All upon admission are judged as having some past/present indicator of under-preparedness for college study, as well as financial need, each a barrier that is successfully overcome as a result of their resourcefulness and self-determination.

Our student’s college success is supported by their participation in a comprehensive set of support services sponsored by our program – a college preparatory summer program for new first-time fall entry college students, as well as school year activities including academic advisement, personal counseling, learning support, financial literacy and life skill management, student leadership, achievement recognition, career development, and preparation for transfer to four-year colleges. In addition, based on eligibility, each year students are provided a $1,050 E.O.F state grant to help them manage their college costs and special funding for a variety of educational and career-related activities.

You can start now to achieve the goal of E.O.F admission. Your first challenge begins with the completion of our admission application – an application which when completed can set the stage for future conversations.

Establishing Program Eligibility

(Individuals who are undocumented but have been granted DACA status are not program eligible)

Individuals interested in enrolling in the E.O.F program must:

A. Be a U.S citizen or hold permanent resident alien status
B. Be able to enroll on a full-time basis (12 or more credits per term)
C. Be a resident of New Jersey for at least one year prior to enrollment at the college
D. Be a high school graduate, GED recipient, or have earned a high school equivalency diploma
E. Complete in full and submit an E.O.F admission application
F. Submit a high school transcript, or GED diploma/transcript to the college/EOF program, or college transcript providing course grades if transferring from another college
G. Participate, if required, in an interview process whose purpose is to assess the applicant's interest in participating in our services and his/her potential to successfully manage full-time enrollment
H. Be financially eligible to be awarded an E.O.F state grant - see eligibility scale below

<table>
<thead>
<tr>
<th>Number in Household</th>
<th>Maximum Gross Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$23,760</td>
</tr>
<tr>
<td>2</td>
<td>$32,040</td>
</tr>
<tr>
<td>3</td>
<td>$40,320</td>
</tr>
<tr>
<td>4</td>
<td>$48,600</td>
</tr>
<tr>
<td>5</td>
<td>$56,880</td>
</tr>
<tr>
<td>6</td>
<td>$65,160</td>
</tr>
<tr>
<td>7</td>
<td>$73,460</td>
</tr>
<tr>
<td>8</td>
<td>$81,780</td>
</tr>
</tbody>
</table>

QUESTIONS CALL 732-224-2510
### Admission Process & Application Deadline Dates

Our admission process includes review of the E.O.F. Admission Application, high school/college transcript or GED scores, and if interview required, related requirements may include the completion of an Online Self-Assessment, participation in a pre-screening for readiness for the interview, and submission of one EOF Applicant Assessment by a teacher/counselor/employer/community leader. Proof of income records for 2015 must be available for determining EOF grant eligibility. EOF program enrollment is contingent on completing the FAFSA, all Brookdale and state financial aid processing, attending if required a College Preparatory Summer Institute, enrolling on a full-time basis, and having been awarded the EOF state grant.

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Special Notes</th>
<th>Application Deadline Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First-Time College Student, High School Senior/Graduate</strong></td>
<td>All students must have on record PARCC/SAT/ACT scores falling below College Readiness standards, or Accuplacer Basic Skill Test scores showing a need for Foundational Studies/basic skill course enrollment 2.80 GPA/78 average or above provides NO need for admission interview &amp; meeting of related requirements. Admission interview required for students with GPAs below 2.80/78 average &amp; completion of Online Self-Assessment and submission of one EOF Applicant Assessment by teacher/counselor If fall admission, EOF College Preparatory Summer Institute required</td>
<td>June 2, 2017 for Acceptance to EOF College Preparatory Summer Institute &amp; Fall Admission October 2, 2017 for Fall Admission Only February 2, 2018 for Spring Admission Only</td>
</tr>
<tr>
<td><strong>First-Time College Student, With GED/H.S. Equivalency Diploma</strong></td>
<td>Admission interview required &amp; completion of Online Self-Assessment and submission of one EOF Applicant Assessment by teacher/counselor/employer/community leader If fall admission, EOF College Preparatory Summer Institute required</td>
<td>June 2, 2017 for Acceptance to EOF College Preparatory Summer Institute &amp; Fall Admission October 2, 2017 for Fall Admission Only February 2, 2018 for Spring Admission Only</td>
</tr>
<tr>
<td><strong>E.O.F. Transfer Student, Applicant previously enrolled in an E.O.F. program at another College OR Applicant with Prior Terms of Enrollment at Another College or at Brookdale, Never Enrolled in an E.O.F. Program</strong></td>
<td>2.50 GPA or above &amp; minimum 80% credit completion rate provides NO need for admission interview Admission interview required for students within GPA range of 2.00-2.49 average, must have established record of full-time enrollment and at minimum 75% credit completion rate</td>
<td>October 2, 2017 for Fall Admission February 2, 2018 for Spring Admission</td>
</tr>
</tbody>
</table>

Application materials are to be submitted to:
Brookdale Community College
EOF Program, CAR Building, Suite 105
765 Newman Springs Road, Lincroft, New Jersey, 07738-1543
Office # 732-224-2510 & FAX # 732-224-1969
You must submit this form and have submitted a Brookdale admission application to begin the E.O.F. admission process. Answer all questions on this form, unless otherwise directed. Questions requiring written responses should contain supportive detail and your writing should be organized and legible. **One or two sentences are not appropriate; an application completed in this manner WILL NOT BE processed for review.**

**Enrollment Term:**
- □ Fall 2017 (September-December)
- □ Spring 2018 (January - May)

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**I. Contact/Background Information**

Name: ___________________________________________________________________________________

Last                                                                First

Middle

Social Security #: ___________________________ Brookdale ID # if available: ________________________

Mailing Address: __________________________________________________________________________

House/Apt #             Street                  City

State              Zip Code

Home Phone #: ___________________________ Cell #: ___________________________

Personal E-Mail Address: __________________________________________________________________

Name and phone number where we may leave a message if you cannot be reached at home or by personal cell:

Name________________________    Phone Number________________________

Your Birth date: ___/___/_____    Age: __________    Gender: □ Male    □ Female

Your Marital Status: □ Never married    □ Married □ Widowed □ Separated □ Divorced (date ___/___/____)

Race/Ethnicity:

□ African American/Non-Hispanic     □ White/Non-Hispanic

□ Asian/Pacific Islander            □ Alaskan Native

□ Hispanic/Latino                   □ Cuban

□ Central/South American

□ Puerto Rican

□ Mexican

□ Prefer Not to Respond

Citizenship and Residency Status:

□ I am a U.S. Citizen

□ I am not a U.S. Citizen but hold permanent residency status. My alien registration # is: ______________________

Number of years residing in New Jersey: _______    Does this include the current year: □ Yes □ No
## II. Enrollment Status

Check one of the following to note your entrance status and provide all applicable information.

<table>
<thead>
<tr>
<th>Option</th>
<th>Information Required</th>
</tr>
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<tbody>
<tr>
<td>☐ First-Time College Student, H.S. Senior/Graduate</td>
<td>Intended College Major/Career Interest: ____________________________&lt;br&gt;Name of H.S. Attending/Graduated From: ____________________________ Graduation Year: ___________&lt;br&gt;If currently a high school senior, indicate H.S Counselor’s name: ____________________________________________</td>
</tr>
<tr>
<td>☐ First-Time College Student, Recipient of a GED/High School Equivalency Diploma</td>
<td>Intended College Major/Career Interest: ____________________________&lt;br&gt;I earned a GED or a high school equivalency diploma in ____________&lt;br&gt;I am in the process of earning my GED or high school equivalency diploma, and my expected completion date is: ____________&lt;br&gt;School/Program Sponsoring GED/High School Equivalency Classes ____________________________&lt;br&gt;If applicable, Counselor’s Name ______________________________________</td>
</tr>
<tr>
<td>☐ E.O.F. Transfer Student</td>
<td>College Major/Career Interest: ____________________________&lt;br&gt;Indicate the college where you were enrolled as an E.O.F. Student: ____________________________&lt;br&gt;Academic Standing: Overall GPA: ____________ Degree Credits Earned: ____________</td>
</tr>
<tr>
<td>☐ Applicant with Prior History of College Enrollment, Never enrolled in an E.O.F. program</td>
<td>College Major/Career Interest: ____________________________&lt;br&gt;Academic Standing: Overall GPA ____________ Degree Credits Earned ____________&lt;br&gt;If a transfer student, what college did you transfer from? ____________________________</td>
</tr>
</tbody>
</table>
III. Transportation & Campus Enrollment

Do you have your own means of transportation (car)? □ Yes □ No
Will you be using public transportation? □ Yes □ No
Check the campus you have chosen to attend; if more than one, check all that apply.

□ Lincroft □ Neptune □ Long Branch □ Hazlet □ Freehold □ Wall Township

IV. Personal, Family & Work Responsibilities

If you work, please note the amount of hours (on average) you work each week.

□ 20 or less □ 21-29 hours □ 30-35 hours □ Greater than 35 hours

Please describe any personal, family, and or work responsibilities that either now or in the immediate future may make it difficult for you to pursue your college studies on a full-time basis, and/or impact how well you are able to manage your studies.

□ Check here if none
__________________________________________________________________________________________________
_________________________________________________________________________________________________
V. College Search & Academic Background

Complete this section ONLY if a) your high school GPA/Average is below 2.80/78, or b) your college GPA is below 2.50, or c) you earned a GED/HS Equivalency Diploma. Applicants who complete this section are required to participate in an admission interview. This whole page should be filled out!

Answer each of the following questions. A) If never having attended college, describe how you have prepared yourself for the college search and admission process and include if applicable any guidance you may have sought in establishing your college plans, B) How do/don't your grades or general performance in class reflect your academic ability or potential? C) In looking back at your educational experiences are there times when you gave less than your full effort to your studies, and if so, provide details as to why that was the case.

Preparing students for college completion, transfer to four year colleges, workforce entry, and responsible citizenship

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VI. Personal Statement:
Complete this section ONLY if a) your high school GPA/Average is below 2.80/78, or b) your college GPA is below 2.50, or c) you earned a GED/HS Equivalency Diploma. Applicants who complete this section are required to participate in an admission interview. At minimum, one page should be filled out!!

Everyone has a life story. Share some aspects of yours and how they may have influenced your academic and career goals. *(Make sure you include information on your academic and career goals!)*

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*Preparing students for college completion, transfer to four year colleges, workforce entry, and responsible citizenship*
Preparing students for college completion, transfer to four year colleges, workforce entry, and responsible citizenship
VII. School/Community/Organizational Involvement: All applicants must complete this section.
List/describe your participation in school, community, and/or organizational activities. Please state any leadership positions you may currently or in the past have held and/or awards or special recognition achieved.

____________________________________________________________________________________________________

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VIII. College Choices: Complete this section ONLY if you are a First-Time College Student Seeking Enrollment for Fall 2017

List and rank the top three colleges you will/have applied to.

1st Choice: _____________________________________________

2nd Choice: _____________________________________________

3rd Choice: _____________________________________________

IX. EOF Grant Financial Eligibility

You MUST submit to the EOF program proof of income documents verifying your/parents’ income for 2015. The documents may include parents’/students’ federal income tax returns, social security, child support/alimony, veteran’s benefits, pension, or TANF annual statements. Final determination of eligibility for the E.O.F. grant ($1,050) is based on the filing of the Free Application for Financial Aid or FAFSA, completion of NJ Higher Education Student Assistance Authority state questions, and if selected for federal or state verification submitting all requested documents.

Submit with this admission application proof of income documents for 2015, and if unavailable now check this box □ to note you understand these documents must be submitted to further assess your admission and program enrollment.

Check this box □ if you live with your parents/guardians --Check this box □ if you are self-supporting- living on your own.
Check this box □ if you are a ward of the court, orphan, or in foster care. --Check this box □ if you participate in your schools Free/Reduced Lunch Program. --Check this box □ if you have a brother/sister who participates/participated in an EOF program.
X. EOF Program Support Services

It is important for us to begin gaining a sense of what your needs are. Please check those areas you’d like us to assist you with.

☐ Get help with securing financial aid grants to pay for college
☐ Get help with developing stronger study habits (ex. time management, task management, note-taking, test taking strategies)
☐ Get help with writing skills
☐ Get help with math skills
☐ Get help with reading skills
☐ Get tutoring in selected areas (Please list these) ____________________________
☐ Get information on clubs and organizations
☐ Get help with choosing a major/academic program
☐ Get help with choosing courses in fulfilling the requirements of my major
☐ Discuss job market for college graduates
☐ Get help in selecting an occupation
☐ Get help with developing a resume
☐ Prepare for a job search
☐ Develop my job interview skills
☐ Discuss family problems with counselor
☐ Discuss personal relationships and social life with counselor
☐ Discuss an unwanted habit with counselor
☐ Discuss transferring to a four year college. If checked, please explain.

When are you interested in transferring: ____________________________

What four year schools are you interested in applying to: ____________________________

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E.O.F. Rising Leaders Academy
A Federal Work-Study Employment Based Service Leadership Program

The mission of the EOF Rising Leaders Academy is to foster EOF student participation in community service, issue advocacy, and public education activities, in addressing societal issues of public concern. Students admitted to the Academy support and contribute to the work of educational, business, governmental, and non-profit communities who are addressing issues of hunger, homelessness, poverty, environmental sustainability, diversity relations, political empowerment, health and educational disparities, and various other social justice issues. Students in the Academy are employed by the college and EOF program and Federal College Work Study funds (FWS) are used to provide salaries. Members attend a service-leadership class from September-May, and work approximately ten to twelve hours per week, September through June.

☐ Check this box if interested in learning more about the E.O.F. Rising Leaders Academy.
XI. College Preparatory Summer Institute: Required Participation for All First-Time College Students Seeking Enrollment for Fall 2017: Choose Your Summer Bridge Program

Only complete this section if you are a first-time college student having never attended college before, and if you are seeking fall 2017 admission to the E.O.F. program. Participation in our summer bridge program is a condition that must be met to finalize your enrollment in the E.O.F. program.

College Preparatory Summer Institute Description: June 30- August 11

While all first-year students are required to participate in our Summer Bridge program—there is no cost to participate! It is your first investment in our partnership as you put in the extra work needed to move yourself closer to the academic, career, and personal goals you have set for yourself.

There are different types of sessions but all students are able to expand their involvement in exploring career interests, acquiring a wider view of the importance of civic engagement and opportunities to exercise social responsibility, and educating themselves on the importance of financial literacy as a life skill.

In addition, advisement and counseling is focused on educational planning, assistance is available for completing the financial aid process, and there are also social, cultural, and recreational activities that may be attended.

All students must attend the June 30 Student and Parent Assembly and the August 11 New Student Convocation

Test-Prep-Student Development Program

You may dependent on Accuplacer basic skills test scores attend a test-prep session of choice focused on either reading, writing or math. This session is designed to raise your scores so you may be placed into higher level courses—times allowing you to test out of all Foundational courses (basic skill) for the area chosen. Foundational courses do not count towards degree requirements and testing out saves you money and can reduce the time to complete your degree!

Sessions are half day programs, starting at 8:30m and ending at 1:30pm. There is also an afternoon program starting at 1:00pm and ending at 5:30 pm. Sessions are conveniently held at Lincroft, Neptune, and Long Branch sites.

Note: Students may choose their campus location and basic skill area, however, the E.O.F. program reserves the right to place students in specific sessions. This may be based on Accuplacer score and/or space constraints.

Student Development Program Only

You may have Accuplacer basic skill test scores showing minimal need for Foundational/basic skill courses. You may have significant family responsibilities or work obligations and your time for attending classes may be limited. You may be approved to participate in our Student Development Program where there are no classes daily to attend.

This type of summer bridge program is also six-weeks in duration and instructional activity is web-based and self-directed on-line learning, centered on career development and financial literacy. Students may complete these requirements from home/elsewhere and do not have to attend on a regular basis any of the campus locations for this work.

You must, however, attend the June 30 Student and Parent Assembly, the July 21 Student Summit, and the August 11 New Student Convocation. All are held at the Lincroft campus.

Note: The EOF program is required to review this option with students and approval must be granted.

Which Summer-Bridge program are you likely to choose if admitted to EOF? Check the applicable box.

□ Test-Prep-Student Development Program □ Student Development Program Only
Brookdale Community College E.O.F. Program Enrollment & Participation Agreement
Student Signature Required
Preparing students for college completion, transfer to four year colleges, workforce entry, and responsible citizenship

Part A of this agreement lists the financial benefits, services and activities provided by the E.O.F. program. Part B requires your signature and reflects a) your having read and understood the contents of this enrollment and participation agreement, and b) your agreement to the conditions for maintaining program eligibility.

A. Financial Benefits, Services and Activities Upon Admission and Enrollment

1. Annual E.O.F. state grant of $1,050 based on full-time enrollment, and upon approval, availability of summer study scholarships and E.O.F. grants for part-time study
2. Assistance with securing other state and federal aid, and when coupled with the E.O.F state grant, can cover all college costs.
3. A cost-free summer bridge program for first-time college students entering the program
4. Financial literacy and life management programs/activities
5. Availability of skill/motivational assessments to promote self-awareness and college success.
6. Counseling and advisement designed to help students realize their educational, career, and personal goals.
7. Learning assistance to help manage one’s academic studies successfully
8. Preparation for transfer to four-year colleges with availability of EOF program admission
9. Career assessment and planning to include a focus on work-readiness
10. Civic engagement and leadership development activities, and based on eligibility, acceptance to our Rising Leaders Academy, and induction into Chi Alpha Epsilon - a national academic honor society.

B. Certification Statement on Enrollment Verification, Program Participation, & Eligibility Status

I agree to follow all procedures for completing the admission process, and if offered admission, finalizing my enrollment in the E.O.F. program. I further agree to participate in enrollment verification procedures and maintain a record of program participation in the E.O.F. programs’ services and activities as describe below.

Special Requirements: First Year of Program Enrollment if a First-Time College Student: a) attending a June New Student Orientation session, b) attending the College Preparatory Summer Institute, c) completing all FOCUS2 Career Planning and Financial Literacy on-line assignments, d) establishing a record of participation in advisement/counseling services, e) participating in civic engagement programs/activities which may include community service, issue advocacy, and/or public education projects, f) attending EOF Student Success Conferences, g) enrolling in EOF sections of HUDV 107 First Year Experience Seminar, h) enrolling in an HUDV EOF Math Tutoring section if enrolled in a basic skill math course, and based on interest or referral i) enrolling in the EOF College Learning and Study Skills Program/HUDV 108 Achievement Motivation

General Program Requirements: each year establish a record of participation in program services which may include advisement/counseling, career development, transfer preparation, financial literacy, life management, work-readiness, learning assistance, and civic engagement programs/projects. In addition, if my GPA falls below 2.00 (C average) and/or I am not making satisfactory academic progress towards my degree as determined by Satisfactory Academic Progress Policy, I agree to participate in program sponsored academic recovery programs/activities.

I understand that, a) failure to establish a record of participation in the E.O.F. program’s services as outlined above can result in suspension of the E.O.F. state grant and all program sponsored financial benefits, and b) this review shall take place once a year, and c) I must strive to maintain good academic standing, and that failure to do so may lead to ineligibility for future state and federal financial aid, program dismissal, and/or college dismissal.

Student Signature: ___________________________ Print Name: _________________________ Date: __________
Brookdale’s Educational Opportunity Fund

“The Educational Opportunity Fund is a model of excellence and equity, with an exceptional record of helping students achieve their educational goals. These talented students show the transformative value of higher education and the importance of ensuring that EOF remains available as the gateway to a better life for generations to come.”

Rochelle Hendricks, New Jersey Secretary of Higher Education
Preparing students for college completion, transfer to four year colleges, workforce entry, and responsible citizenship