



Schenectady Early College High School (ECHS)

November 2018

Dear Schenectady City School District 8th Grader:

As you look forward to entering high school next September, the Schenectady City School District and SUNY Schenectady County Community College are excited to offer you the opportunity to apply for admission to Schenectady Smart Transfer Early College High School or Smart Scholars Early College High School.

Schenectady Smart Transfer Early College High School is a challenging program which allows students to earn an associate’s degree by the time they finish high school. At minimum, *all students in the program are expected to complete at least 60 credit hours of college-level coursework*. If you are a student who dreams of earning a college degree, we encourage you to apply for this program, which could potentially save you and your family thousands of dollars in tuition costs. Smart Transfer requires great dedication on the part of its students and their families.

Schenectady Smart Scholars Early College High School is a grant-funded program which provides high school students the opportunity to earn a minimum of 24 college credits while earning their High School Diplomas. Students have the ability to then transfer their credits to a 2– or 4-year institution to complete your degree which could potentially save you and your family thousands of dollars in tuition costs.

Interested applicants for both programs must attend one of the upcoming Early College High School information sessions. Please see the next page for dates and locations. Students applying for Smart Transfer who do not meet eligibility requirements will be automatically considered for Smart Scholars. See program eligibility criteria in chart below.

SMART SCHOLARS ECHS	SMART TRANSFER ECHS
<p>8th graders residing Schenectady City School District</p> <p>High priority are students who:</p> <ul style="list-style-type: none"> • have an academic average between 65% and 80% • have the potential to benefit from a rigorous academic curriculum • demonstrate the desire to work toward obtaining college credits and/or a college degree • are identified as belonging to a population who have historically not had access to or success in higher education (English Language Learner (ELL) students, students with disabilities and first generation college students • have financial constraints and burdens (i.e. family is eligible to receive free and reduced lunches, cannot fully fund an Associate or Baccalaureate degree without tuition assistance) 	<p>8th graders residing Schenectady City School District</p> <p>High priority are students who:</p> <ul style="list-style-type: none"> • have an academic average between 75% and 90% • are enrolled in Algebra and Biology and eligible to take Regents exams in June • will earn 2 or more high school credits by the end of 8th grade • have the potential to benefit from a rigorous academic curriculum • are identified as belonging to a population who have historically not had access to or success in higher education (English Language Learner (ELL) students, students with disabilities and first generation college students • have financial constraints and burdens (i.e. family is eligible to receive free and reduced lunches, cannot fully fund an Associate or Baccalaureate degree without tuition assistance)

For consideration, students must complete the following application materials:

- Application
- Parent consent
- Admissions essay

The above materials must be returned to your Middle School Counselor or to the following address:

SUNY Schenectady County Community College
Early College High School Room E317
78 Washington Avenue
Schenectady, New York 12305

For consideration, two (2) completed letters of recommendation must be completed. One letter of recommendation must be completed by a *Math, Science, Social Studies or English teacher*.

Recommendation letters must be returned by the teachers directly to:

Pam McCall
Director of College and High School Partnerships
SUNY Schenectady County Community College
Schenectady, New York 12305

Once you have applied, you will be contacted to schedule an interview with a committee of Early College High School representatives. **Please be advised for Smart Transfer that both students and parent(s)/guardian(s) will be required to attend this interview.** *We will notify you of our decision, by mail, by March 1st.*

Additional information is available on our websites at <http://sunysccc.edu/smarttransfer> and <http://sunysccc.edu/smartscholars>. Please contact us with any questions. We look forward to hearing from you.

Very best,

Valerie Smith
Smart Scholars ECHS
Program Coordinator
smithv@schenectady.k12.ny.us
(518) 925-0282

Keturah Tallon
Smart Transfer ECHS
Grant Coordinator
tallonke@sunysccc.edu
(518) 859-9555

Lauren Guagenti
Smart Transfer ECHS Student
Success Coach
gallolm@sunysccc.edu
(518) 859-9910

Early College High School Information Sessions

Please RSVP to Keturah Tallon for the session you plan to attend.

Date	Time	Location	Address
November 28 (Wednesday)	6:00-7:30pm	Schenectady County Library- McChesney Room	99 Clinton St. Schenectady, NY 12305
November 29 (Thursday)	6:00-7:30pm	Mont Pleasant Middle School – Project Room	1121 Forest Rd. Schenectady, NY 12303
December 4 (Tuesday)	6:00-7:30pm	Schenectady High School - The Commons	1445 The Plaza Schenectady, NY 12308
December 5 (Wednesday)	6:00-7:30pm	SUNY Schenectady County Community College- Stockade 101	78 Washington Ave. Schenectady, NY 12305

Schenectady Early College High School
Application for Admission

Date of application: _____

Program(s) applying for: Smart Scholars Smart Transfer Early College High School Both programs

Student's Full Name: _____

Birth Date: _____

Student's Address: _____ Apt. #: _____

City & State: _____ Zip Code: _____

Parent/Guardian Name(s): _____

Parent phone #1: _____ Parent phone #2: _____

Current School: _____ School Counselor: _____

Parent/Guardian Signature: _____

Parent/Guardian Signature: _____

Student Signature: _____



By Friday, December 14th please submit, to the address below, your completed:

- Application
- Signed parent/guardian consent
- ECHS admissions essay

*****Recommendation letters must be returned directly to*****

Pam McCall

***Director of College and High School Partnerships
SUNY Schenectady County Community College
Schenectady, New York 12305***

To the parent/guardian and minor student attending SUNY Schenectady:

It is imperative that parent(s)/guardian(s) and their minor children understand that the students are entering a college environment that carries with it certain possible scenarios, not all of which can be anticipated. The atmosphere of classes at SUNY Schenectady will frequently reflect the college's diverse population.

Please be aware of the following:

1. SUNY Schenectady is much more rigorous and much less guided than high school course work.
2. The courses taken will establish an official transcript that will follow the student throughout the student's college and/or university career.
3. Adult themes and diverse perspectives are essential to SUNY Schenectady materials and discourse.
4. Any student who registers for courses at SUNY Schenectady is responsible for maintaining at least a "C" (2.0 on a 4.0 scale) cumulative grade point average.
5. Only courses with a grade of "C" or better may transfer to other institutions.
6. SUNY Schenectady will not act in a parental or supervisory role.
7. A parent or guardian may not attend a course in which their student is registered unless the parent or guardian is registered unless the parent or guardian is registered.
8. A student who registers in SUNY Schenectady courses is fully responsible for complying with all policies and procedures. This includes being aware of and adhering to the SUNY Schenectady Code of Conduct and the course syllabus.
9. Instructors cannot discuss students' attendance, grades, or progress without observed written consent of the student.
10. Instructors cannot inform parents when classes are cancelled at the last minute or when the class ends prior to the scheduled time. ECHS staff will reach out to families if necessary.
11. Attendance is REQUIRED. If a student will miss class, they will need to notify their instructor as well as an Early College staff member.

I have read and understand the above statements.

Student's Printed Name

Parent/Guardian Printed Name

Student's Printed Name

Parent/Guardian Signature

Date

Date

**Early College High School
Admissions Essay Instructions & Cover Sheet**

INSTRUCTIONS: With the opportunity offered through the Smart Scholars or Smart Transfer ECHS for students to earn college credit, **applicants must write and submit an Admissions essay responding to ONE of the three prompts:**

1. Who is someone you consider a role model? Name some qualities they have or what they've accomplished. Discuss why those qualities and/or accomplishments impact your life. How can you be a role model for others?
2. Think back to a situation in your life where you had to decide between taking a risk and playing it safe. Which choice did you make and was it the "right" one? Would you have made the same decision looking back on the experience or would you have made a different decision?
3. How has the neighborhood(s) you've grown up in molded you into the person you are today? Describe the landscape, people, businesses, interactions, etc. How will what you've experienced help you mold the next generation?

Essays should be at *least* a page in length. Typed essays are preferred (although we will accept handwritten responses, as long as we can read them).

Please sign this cover sheet below, indicating the essay has been written by you (the student) and staple it to your essay.

Student Printed Name

Student Signature

Date

TEACHERS: PLEASE DO NOT RETURN RECOMMENDATION TO STUDENT.

Please return directly to Pam McCall at the address below.

Program applying for: Smart Scholars Smart Transfer Early College High School Both programs

Schenectady Early College High School
CONFIDENTIAL Student Recommendation Form –1

Student Name _____ Date _____

Current School _____

THIS FORM IS TO BE FILLED OUT BY A CURRENT TEACHER, SCHOOL COUNSELOR, SOCIAL WORKER, MENTOR, OR ADMINISTRATOR

The above named student has applied for admission to Schenectady Early College High School. The following information will assist us in assessing the student's potential to be successful in the program.

Name of Reference: _____ Position: _____

How do you know the applicant? _____

How long have you known this individual? _____

Please rate using the following key:

5=outstanding 4=above average 3=average 2=below average 1=unacceptable

N/A = not applicable or not enough information on student to comment

ACADEMICS: Ability _____ Achievement _____ Ability to Write _____ Accepts Correction _____

Grasps Subject Matter _____ Articulates Thoughts _____

EFFORT: Self Discipline _____ Motivation _____ Attentiveness in Class _____ Works Independently _____

Able to Collaborate _____

CHARACTER: Respectfulness _____ Self-Confidence _____ Leadership Skills _____ Displays Integrity _____

Able to Resolve Conflict _____

Further comment on applicant's strengths _____

Further comment on applicant's challenges _____

List several words that describe this student _____

For which program do you recommend this student:

	Highly recommend	Recommend	Recommend with reservations
Smart Scholars ECHS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Smart Transfer ECHS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RETURN THIS FORM by Friday December 14th DIRECTLY TO:
Ms. Pamela McCall, Director of College & High School Partnerships
SUNY Schenectady County Community College
78 Washington Avenue Schenectady, NY 12305

****Please do not return this form to the student****

TEACHERS: PLEASE DO NOT RETURN RECOMMENDATION TO STUDENT.

Please return directly to Pam McCall at the address below.

Program applying for: Smart Scholars Smart Transfer Early College High School Both programs

Schenectady Early College High School
CONFIDENTIAL Student Recommendation Form -2

Student Name _____ Date _____

Current School _____

THIS FORM IS TO BE FILLED OUT BY A CURRENT TEACHER, SCHOOL COUNSELOR, SOCIAL WORKER, MENTOR, OR ADMINISTRATOR

The above named student has applied for admission to Schenectady Early College High School. The following information will assist us in assessing the student's potential to be successful in the program.

Name of Reference: _____ Position: _____

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Able to Collaborate _____

CHARACTER: Respectfulness _____ Self-Confidence _____ Leadership Skills _____ Displays Integrity _____

Able to Resolve Conflict _____

Further comment on applicant's strengths _____

Further comment on applicant's challenges _____

List several words that describe this student _____

For which program do you recommend this student:

	Highly recommend	Recommend	Recommend with reservations
Smart Scholars ECHS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Smart Transfer ECHS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Ms. Pamela McCall, Director of College & High School Partnerships
SUNY Schenectady
78 Washington Avenue Schenectady, NY 12305

****Please do not return this form to the student*****