

University of San Diego

Accelerated Summer Academic Program

Application Instructions and Form

**School of Leadership and Education Sciences
and
Professional and Continuing Education**



Please use this packet to apply to the **University of San Diego's Accelerated Summer Academic Program**. In order to apply to the program please complete items 1 through 7 listed below. Please include PSAT/SAT scores (item 8) if they are available.

Once the materials have been gathered please send them in one package to:

University of San Diego
Accelerated Summer Academic Program (ASAP)
Office of Professional and Continuing Studies
Manchester Conference Center
5998 Alcalá Park
San Diego, California
92110

Only complete applications will be evaluated. Do not send the application in parts. Applications will be considered on a space available basis only. Placement decisions will be mailed the first week of May with the Notification of Acceptance.

Please use the following checklist to ensure you have provided all the documents requested in the following pages.

Application Checklist

- | | |
|--|--|
| 1. <input type="checkbox"/> Processing fee (\$50 check, payable to University of San Diego) | 5. <input type="checkbox"/> Photocopy of achievement test scores or signed, stamped note from administrative staff if no test has been taken in the last 3 years |
| 2. <input type="checkbox"/> Application Form and Statement of Commitment printed and signed | 6. <input type="checkbox"/> Inventory of activities |
| 3. <input type="checkbox"/> Sealed and signed envelope containing your Teacher Recommendation Form | 7. <input type="checkbox"/> Academic product or essay |
| 4. <input type="checkbox"/> Photocopy of most recent grade report card or high school transcript | 8. <input type="checkbox"/> Photocopy of College Board PSAT and/or SAT scores, if available |

ASAP Application Instructions

Professional and Continuing Studies



1. Application Information Form:

- Please complete the online application form at www.sandiego.edu/asap.
- Once you have completed the form, print and sign the **Statement of Commitment** and mail it with the rest of your application documents.

2. Teacher Recommendation Form:

- Hand the teacher recommendation form along with an envelope to a current teacher in an academic subject (e.g. mathematics, science, language arts).
- Your teacher should complete the form and seal it in the envelope, sign his or her name across the sealed flap and then return the envelope to you.
- If you are planning to apply in any Mathematics course, this form must be completed by your current Math teacher.

3. Copy of Report Card

- Submit a legible photocopy of your first semester (or most recent) report card for the current school year.
- Only submit final grades, not progress reports. If you need assistance obtaining a copy, ask in your school office.

4. Copy of Achievement Test Scores

- Include a legible photocopy of your most recent California Standards Test (CST) or other standardized achievement test scores (e.g. school administered test that gives national percentile scores in Math and Reading). The test must have been taken within the past three years (i.e. 2011, 2010, 2009).
- If you have not taken a standardized achievement test in the past three years, include a signed note with a school stamp from an administrative staff person at your school indicating so.

5. Inventory of Activities

- On a separate sheet of paper, list all activities in which you have participated in the following areas:
 - + School and academic activities
 - + Athletic activities
 - + Community Activities
 - + Visual and performing arts
- For each activity listed, please indicate:
 - + How many years you participated in the activity
 - + Any leadership positions you have held

**Please do not send any certificates or awards*

ASAP Application Instructions CONT'D

Professional and Continuing Studies



6. Academic Product or Essay

- Please choose one of the following:

- + A social studies or science essay (minimum 500 words) demonstrating your ability to analyze and report factual information
- + A piece of academic work with an essay (minimum 500 words) explaining it
- + Compose an application essay based on one of the following prompts;
 - i. Think about an event in your life that taught you an important lesson. Write a narrative in which you tell what happened and how you learned a lesson. Be sure to include specific details so that a reader can follow your story.
 - ii. Write a narrative about a person or character who overcomes an obstacle or a difficult situation. The character must be a person from history or from literature, movies, or television.
 - iii. Some people believe it is better to grow up in a small town. Other people think it is better to grow up in a big city. What is your position on this issue, and what reasons support your position?

7. Processing Fee

- Include a processing fee of \$50, payable by check or money order. This **fee is non-refundable**. It covers only cost of application processing and does not apply toward tuition.
- Make check or money order payable to University of San Diego.

8. Copy of PSAT/SAT Scores

- If available, include a legible copy of your College Board PSAT and /or SAT scores.
- These scores will be used for research purposes only, and will not affect placement decisions

ASAP Application Form

Professional and Continuing Studies



PERSONAL INFORMATION

First Name Middle Name
 Last Name Male Female

Mailing Address

Street
 City
 State
 Zip/Postal Code

Permanent Address

Street
 City
 State
 Zip/Postal Code

Country of Citizenship

Date of Birth (M/D/Y) Age

Grade Name of School School Address

Parent's Name Parent's E-mail

Parent's Daytime Phone Alternate Phone

How did you hear about ASAP?

COURSE SELECTION

List one or more course choices below, in order of preference. If your first choice is full or your application is not competitive for it, we will consider your alternates in order to schedule you. Please do not list alternates if you would prefer not to attend rather than take an alternate course.

COURSE NUMBER	COURSE TITLE	DAYS	AM	PM
Course 1				
Alternative 1				
Alternative 2				
Alternative 3				

TWO COURSES:
 I am petitioning to take two courses AND have enclosed the required petition letter explaining the reason for my request.

If you are petitioning for 2 courses, alternative 1 to 3 will be considered as eligible for your second choice.

ASAP Application Instructions CONT'D

Professional and Continuing Studies



STATISTICAL INFORMATION

This information will not be used in, or in any way affect, the admission decision. Your voluntary provision of this data is most appreciated. Colleges and universities are asked by many organizations, including federal government, accrediting associations, college guides, newspapers and our college guides, newspaper and our own college/university communities to describe the racial/ethnic backgrounds of our students and employees. Your responses to the following questions will be used for statistical reporting purposes only.

Ethnic Background

Do you consider yourself to be hispanic? Yes No

Please select one or more of the following groups or subgroups to describe yourself:

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Other

Language spoken in the home:

Religious preference:

In what country were you born?

If you were born in another country, in what year did you come to the United States?

Approximate household income:

Occupation of **father** (or parent/guardian):

Father's (parent/guardian) Education:

Occupation of **mother** (or parent/guardian):

Mother's (parent/guardian) Education:

STATEMENT OF COMMITMENT

ASAP students must comply with all regulations regarding fees, refund and program changes available on the ASAP website and application documents. If you have questions, please call (619) 260-4585.

I understand that students may be dismissed from the Program without refund because of two or more absences, failure to complete assignments, or behavior involving academic dishonesty or interpersonal interactions that is unfitting to the purpose of the program.

I understand that ASAP Students are not eligible for any form of USD financial aid.

I certify that the information on this application is true to the best of my knowledge. I have read all the instructions and limitations. I understand that refusal of admission or cancellation of registration will result from misrepresentation in any portion of this application form.

I will abide by and adhere to campus policies for student conduct and academic integrity while participating in USD's ASAP program.

Student Signature

Parent Signature

Date/Time Field

Print Name of parent or guardian

Remember: Your application is not complete without items 1 - 7 and 8 if available.



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