

THE UPWARD BOUND PROJECT AT UW-LA CROSSE

What is Upward Bound? Upward Bound is a federally funded program designed to help high school students develop their academic skills, build their self confidence, and plan for and pursue college educations. Over two-thirds of our students come from low income homes where neither parent has earned a four year college degree; the rest are either low income or potential first generation college students.

What are the services? Upward Bound provides academic year tutoring, college visits, career exploration, cultural and recreational activities, and an academic summer program. It offers help in selecting colleges and guidance in completing applications to schools and for financial aid.

What is tutoring? Tutoring is a regularly scheduled time each week when high school students and their university student tutors get together to work on academic topics. Holmen students attend a Monday night 5:30 to 8:30 p.m. session at Holmen High School. Sparta and Tomah area students attend Wednesday evening sessions from about 3:30 to 7:30 p.m. (times vary by location) at their high schools. Tutors travel by University vehicles; total travel time for Holmen tutors is about one hour, for BRF/Sparta/Tomah area tutors, about 1.5 hours (depending upon site.) La Crosse area students receive tutoring at UW-L Thursday evenings from 5:30 to 8:30 p.m. These structured sessions provide time for a weekly review of class work and assignments and tutoring in high school level subjects. Tutors also teach depth-learning, help with test preparation, encourage goal-setting, and answer questions about college life. Supplemental sessions - Thursdays from 4 to 6 p.m. in Holmen and Tuesdays from 5:30 to 7:30 p.m. in Wimberly Hall - are provided for those needing extra help.

What do tutors do? Tutors are assigned a small group of four to six students at the beginning of each semester. Each tutor will meet weekly with her/his students in a small group discussion session and individually with each student to set and work toward achieving semester goals. In addition, tutors will provide help with homework and direction in college preparation while acting as mentors and role models for Upward Bound high school students. While tutors are expected to listen for and to student's personal problems, they are not expected to provide counseling. Tutors are sometimes invited but not required to attend monthly Saturday activities where they can interact with UB students on a less formal basis

What commitments are expected of tutors? Tutors should plan to attend all training and evaluation sessions and all assigned tutoring sessions. All required reports should be completed thoroughly and on schedule. Weekly time commitments range from about three to seven hours for tutoring (depending on which sessions are assigned.) Additional staff training may be scheduled. Some tutors will be asked to drive University vehicles to and from tutoring and/or Saturday events.

What can tutors expect from their Upward Bound experience? UB pays minimum wage for tutoring, training, and monthly meetings with supervisors; and for travel time, driving, and Saturday events (when paid). When our budget permits, wages for training, tutoring and meeting may rise with experience. Many former tutors, especially those pursuing careers in education or social services, report that their Upward Bound experience, the chance to work in a multicultural setting as para-professionals with high school students, was one of the most important things they did while at UW-L. Those who staff the six week summer residential program gain invaluable experience working in a close knit cooperative team of professionals; many friendships forged during this intense program last for a lifetime. Upward Bound experience enhances any resume and administrative staff are always eager to write outstanding recommendations for our hard working tutors. Some UB tutors have returned to work for Upward Bound as professional teachers or counselors. We keep in touch with interested former tutors regarding employment opportunities with our program and other similar educational support programs around the country.

Who is eligible? We hire UW-L students who can provide tutoring in one or more of the following high school subjects: algebra I, geometry, algebra II, pre-calculus, calculus, statistics, earth science, physical science, biology, chemistry, physics, English, literature, writing, history, government, social studies, economics, sociology, psychology, Chinese, Spanish, German, French, ESOL, computers. Students with at least junior standing and at least a 3.00 overall grade point average are preferred. For more information please call 785-8539.

DO NOT PRINT THIS PAGE!

If possible, print pages 1 and 2 of the application below back to back!

Please attach current transcript (does not need to be official copy)

TUTOR APPLICATION

Date _____

Subject areas qualified to tutor: _____

When can you work? Mondays (5:00 - 9:00 p.m.) Tuesdays (5 - 7 p.m.) Wednesdays (varies by location between 2:15 and 8:45 p.m.)
check all that apply includes travel time

Thursdays (5:30 - 8:30 p.m.) *Mondays, Wednesdays, Thursdays are main sessions*

Name _____
last first middle initial

Social Security # _____ - _____ - _____ Birthdate (optional) _____

Current Address _____ Permanent Address _____

Telephone _____ (____) _____

Email _____ I can attend tutoring training on Friday, January 28

Student status? no yes - Year in School _____ Anticipated graduation date _____

Major(s) _____ # of credits this semester _____

Minor(s) _____ Cumulative G.P.A. _____

Are you eligible for work-study? yes no If yes, can UB hire you as a work-study student? yes no

Do you have a valid driver's license? no yes - from _____ How many points do you have against you? _____
state

JOB EXPERIENCE

most recent first

Employer Name/Address	Title of Position	Length (Dates) of Employment	Supervisor Name & Telephone	part time	full time

~ Print this page and the page following back to back if possible ~

Upward Bound tutor application page 2

High School _____

City, State _____

Graduated? no yes

College _____

City, State _____

Graduated? no yes

Other _____

(Technical, grad study, etc.)

City, State _____

Graduated? no yes

REFERENCES
local when possible

Name	Title	Address/Telephone Number

LIST OTHER INTERESTS OR ACTIVITIES WHICH MAY QUALIFY YOU FOR THIS POSITION:
(special courses, volunteer work, experiences, etc.)

Upward Bound tutor application - page 3

Please explain the experiences or personal qualities that prepare you to do well on this job.

CERTIFICATIONS

_____ Please initial to indicate you understand there is no drinking or drug use while you are on duty for Upward Bound. Drinking or doing drugs while you are working for Upward Bound will result in dismissal.

_____ Please initial to indicate your permission for Upward Bound to publish pictures, press releases, video footage or other media to highlight your involvement and program accomplishments.

I understand that the falsification or omission of information can lead to refusal to hire or to dismissal. I hereby give Upward Bound my consent to check references. I understand that employment is subject to completion of a background check. I agree that I will not hold Upward Bound personally responsible for any result of the reference or background checks.

Signature of applicant

Date

Upward Bound is an Affirmative Action program which seeks employment applications from those groups which are traditionally underrepresented in higher education and in professional careers.