



# COMMUNITY & SCHOOL PARTNERSHIPS

DIVERSITY, EQUITY & MULTICULTURAL AFFAIRS

## **Applicants must complete the following steps by the posted deadline to be considered for admission to the Spring Shadow program:**

1. Parent/Guardian and student submit the online Student Application. Student completes a written essay as directed by the online form.
2. Parent/Guardian prints out and completes the Parent/Guardian Information form attached to the application and mails it back to: Community and School Partnerships, Ashton-Weatherly, Room 214, 400 N. Sunrise Dr., Bloomington, IN 47405-7111.
3. Parent/Guardian and student print out, sign, and complete top half of the Request for Records form attached to the application and forward to the high school registrar. Registrar will complete bottom half of the form and mail along with student's official records to Community and School Partnerships (address above).
4. Parent/Guardian or student prints and completes all information at the top of the Teacher/Counselor Evaluation and Letter of Recommendation forms and gives to either a teacher or high school counselor who can comment on the student's academic success and suitability for the Spring Shadow program. Teacher/Counselor then mails these forms back to Community and School Partnerships (address above).

All materials including the Student Application Form, essay, records, and recommendations must be received on or before the posted deadline. Incomplete applications will not be considered.

***Student applicants***, it is YOUR responsibility to make sure the selection committee receives all of your materials in a timely manner. Print this checklist as a reminder of the application requirements, and then follow-up with your school registrar and teachers/counselors to confirm all forms have been returned to Indiana University prior to the deadline.

Thank you for your interest in our programming, and we look forward to seeing you around campus in the near future!