

HOUSTON COMMUNITY COLLEGE SYSTEM HONORS PROGRAM

APPLICATION CHECKLIST

The following checklist is provided for your convenience. All information and documents listed below should be returned in a single package to the Honors Program Office by the deadline date.

Your application materials should be sent to the college in which you will have the majority of your courses. The contact information for the five colleges is provided below. Please call the director if you have questions.

- A completed Honors Program Application Form.
- Official sealed transcripts of high school and/or college work.
- SAT, ACT, TAAS, and/or ASSET scores.
- a 400-600 word personal essay.
- Three completed Recommendation Forms.
- Documents that support your special talents and abilities.
- An updated HCC Degree Plan that indicated your work toward an Associate Degree or significant credit hours in the core curriculum courses. Make an appointment with a counselor to develop and/or update your degree plan.

Note: Current HCC students can get copies of their HCC grades, test scores and degree plan from any Counseling Office. Your grades, test scores and degree plan must be submitted with the application materials. The Selection Committee will not consider incomplete applications.

Mail or deliver your complete application package to:

HCC-CENTRAL

GLORIA YAMPEY-JORG
3517 AUSTIN (MC 1229-B)
HOUSTON, TX 77004
PHONE: 713-718-6672
EMAIL: YAMPEYJORG_G@HCCS.CC.TX.US

HCC-SOUTHEAST

BEVERLY HIXON
6815 RUSTIC (MC 1638)
HOUSTON, TX 77087
PHONE: 713-718-7057
EMAIL: HIXON_B@HCCS.CC.TX.US

HCC-NORTHEAST

JOE McDADE
401 NORTHLINE MALL (MC 1433)
HOUSTON, TX 77022
PHONE: 713-718-8055
EMAIL: MCDADE_J@HCCS.CC.TX.US

HCC-SOUTHWEST

DONALD GREEN
10141 CASH ROAD (MC 1585-B)
STAFFORD, TX 77477
PHONE: 713-718-7777
EMAIL: GREEN_D@HCCS.CC.TX.US

HCC-NORTHWEST

JOSEPH KENT McGAUGHY
1550 FOXLAKE DRIVE (MC 1396)
HOUSTON, TX 77084
PHONE: 713-718-5741
EMAIL: MCGAUGHY_J@HCCS.CC.TX.US

HOUSTON COMMUNITY COLLEGE SYSTEM HONORS PROGRAM

Rev. 2/2000

APPLICATION FORM

Please return to: Director-Honors Program

Date turned in: _____

Semester in which you are applying:

Check criteria used for admissions: (NOTE: Number 5 (GPA) must be met by every candidate plus an additional criterion).

- _____ 1. A combined score of at least 1100 on the SAT or at least 25 on each area of the ACT.
- _____ 2. A combined score of at least 1800 on the TAAS in high school
- _____ 3. Graduation in the upper 10 percent of one's high school class.
- _____ 4. ASSET Placement scores eligible for enrollment in college-level courses
 - i (i.e., non-developmental courses) in at least two of the three test areas.
- _____ 5. FOR CURRENT STUDENTS: Completion of at least 6 semester hours of college-level courses with a 3.3 GPA in core curriculum courses.
FOR INCOMING FRESHMEN: must have a 3.5 GPA in high school classes.
- _____ 6. Documentation that will demonstrate special talent and/or leadership abilities, i.e., portfolios, auditions, papers, projects, products, awards, community or professional recognition, and/or statement of exemplary course performance by counselor or teacher.

NOTE: Meeting the minimum criteria does not guarantee admissions into the Honors Program. The Honors Committee reserves the right to select the best candidates of all applicants. A complete official transcript must be turned in with the application.

Checklist (Office Use Only)

- 1. Application _____
- 2. Transcript(s) _____
- 3. Essay _____
- 4. Recommendations _____
- 5. Test Scores _____

Name: _____
(Last) (First) (Middle)

Social Security Number: _____

Home Phone: _____

Work Phone: _____

Address: _____
(Number & Street) (City, State) (Zip Code)

E-Mail: _____

Optional Information: Date of Birth: _____

Gender: _____ Female _____ Male

Ethnic Description: _____ American/Indian/Alaskan _____ Asian Pacific Islander

_____ Black _____ Hispanic _____ White

All information must be completed:

Name of High School: _____

Address: _____

High School GPA _____ Rank in Class _____ Class Size _____ Graduation Date _____

SAT Scores: Verbal _____ Math _____ Composite ACT Score _____ Test Date _____

ASSET Scores: _____

Previous College Attended: _____

Number of Semester Hours Completed _____ GPA _____

Will you attend Houston Community College (please check):

_____ Full-time _____ Part-time _____ Day _____ Evening

Campus: _____

What subject area will you concentrate your studies/major? _____

Outstanding Achievements, Awards, Honors:

Briefly describe any special awards, honors, or other outstanding recognition that you have received. Attach an additional sheet if more space if needed.

Creative Activities and Interests:

Please describe the activities or areas in which you have demonstrated your creative abilities. Be specific, e.g., inventions, innovative computer programs, creative performances, creative writings, etc.

Leadership Experiences, Service and /or Community Involvement:

Describe the roles and organizations in which you have exercised leadership responsibilities. You may also describe any involvement in community service programs.

Relevant Work Experiences:

Please describe any work experiences that relate to your personal goals, chosen career, intellectual development, etc.

References:

Please list the name, title, and organization of three persons who will complete the recommendation forms for you. They can be teachers, counselors, administrators, employers, or military personnel. Do not ask relatives. All of your recommendations forms should be returned in sealed envelopes with your application package.

1. _____
2. _____
3. _____

APPLICATION DEADLINE: _____

**HONORS PROGRAM
HOUSTON COMMUNITY COLLEGE SYSTEM
ESSAY**

Write an essay (or, if you prefer, a letter to the HCCS Honors Program Screening Committee) on one or a combination of the following topics:

1. Write a personal experience narrative about an event, incident, piece of writing, or person that you feel made a significant impact on your life, helping shape you into the kind of person who would be a good honors program candidate;

or

2. Discuss the effect that the Honors Program may have on your future activities/roles/goals, and what you hope to learn from and contribute to such a program.

Your essay should be **typed and between 400-600 words**. Return the essay with your application package.

HOUSTON COMMUNITY COLLEGE SYSTEM HONORS PROGRAM

RECOMMENDATION FORM

Instructions to Applicants:

Ask each of your references to complete this form and return it to you in a sealed envelope. Return all recommendations to our office in your application package.

Read and sign the waiver statement below:

The right to examine the completed recommendation form (check one)

_____ is **waived by the applicant.**

_____ is **not waived by the applicant.**

Signature of Applicant: _____

Applicant's Printed Name: _____

Instructions to Person Completing This Form:

Our honors program aims to identify a small group of gifted students to participate in a highly challenging intellectual and personalized educational experience. For our program, **gifted is defined as the dynamic interaction of above-average intellectual ability, creativity, and task commitment to problems or issues of interest to the able individual.** Please assess the applicant on these characteristics, giving examples where possible. Use the back of this sheet if additional space is needed.

1. Intellectual ability

2. Creativity

3. Task commitment

What is your overall impression of the applicant's ability to pursue and successfully complete a rigorous honors program?

In what capacity have you known the applicant? _____

How long have you known the applicant? _____

Signature: _____

Printed Name: _____

Position: _____

Date: _____