



Fall 2021 Application

Dear BTG Applicant/Parent,

We are delighted that you are inquiring about Bridging the Gap programs' Science and Technology Entry Program (STEP) at New York City College of Technology for Fall 2021.

Due to COVID-19, Fall 2021 program will be held **REMOTELY**.

All Classes are Live Virtual Classes and FREE!

ALL class assignments, reviews, class resources, quizzes & assessments will be posted throughout **Google Classroom** and each class date will be live via **Zoom**. It is mandatory for all accepted applicants to register to google classroom when fall starts, using a **GMAIL** account. **If you do not have a Gmail account already, you will have to create a new Gmail account to register into Google classroom.** Please be advised that all assignments and exams will be submitted through google classroom/or Delta Math. Attendance will also be taken through google classroom.

Completed applications with copy of current school transcript and/or report card submitted on or before the deadline will be considered on a first come, first served basis; late applications will be processed in accord to space availability. Incomplete applications will automatically be placed in our pending list.

ALL APPLICATION FORMS MUST BE SUBMITTED VIA EMAIL! (NO in person, NO mail and NO Fax will be accepted).

ALL CONSENT FORMS WILL REQUIRED SIGNATURES, ELECTRONIC SIGNATURE OR INITIALS.

Once admission decisions are made you will be notified by EMAIL. Parents should include their email on the application if they want to receive ongoing information from Bridging the Gap/STEP. **Please be advised that Bridging the Gap/STEP program classes are NON-credit classes.**

Alana Kim
Director of Bridging the Gap/ STEP program





Bridging the Gap/ STEP Program Eligibility

Based on NYSED mandated criteria, eligible applicants will:

- Be a middle or high school student in grades incoming 7-12
- Submit a completed application (each and/or every semester) with the most updated report card or a transcript
- Total GPA: 70 and above
- Scores of 65 or above for each subject area (Math, English, Science, etc.)
- Good record of attendance (no more than 5 absent per semester)
- No record of behavior matters
- Be a resident of New York State at least 12 months (2 semesters)
- Identify as African American, Latino, Native American Indians or Alaskan Natives, **OR** meets state-determined economic criteria below:

*A student is considered economically disadvantaged if the:

- Student’s household income is less than or equal to the income levels indicated below.

New York State Opportunity Programs
Income Eligibility Criteria
2021–2022

Persons in Family/Household	2021–2022
1	\$23,606
2	\$31,894
3	\$40,182
4	\$48,470
5	\$56,758
6	\$65,046
7	\$73,334
8	\$81,622
For 2021-22, add \$8,288 for each additional family member in excess of 8.	

- If applying under economic criteria, please provide 2019 or 2020 1040 income tax form (first & Second page **only**).

The grant award requires that New York City College of Technology abide by New York State Education Departments’ eligibility criteria. Please visit their website at: <http://www.nysed.gov/postsecondary-services/higher-education-opportunity-program-heop>



Middle School: Program Schedule

Dates: October 16, 2021- December 18, 2021 (Saturdays ONLY)

Middle School Workshop Classes: Incoming GRADES 7th- 8th

Time:	<u>Class</u> *Select ONE (1) or/and TWO (2) classes.
10:00am-11:30am- Class 1 (AM)	<input type="checkbox"/> English Language Arts- Critical Thinking & Writing (PM)
11:30am- 12:00pm- BREAK	<input type="checkbox"/> Pre-Algebra/ Algebra I Prep (AM)
12:00pm- 1:30pm- Class 2 (PM)	<input type="checkbox"/> Web Development/ Programming (PM)
	<input type="checkbox"/> Living Environment (PM) (<u>ONLY</u> 8 th Grade)
	<input type="checkbox"/> Cyber Security (AM)

High School Workshop Classes: GRADES (Incoming 9th- 12th)

Dates: October 16, 2021- December 18, 2021 (Saturdays ONLY)

Time:	<u>Class</u> *Select ONE (1) or/and TWO (2) classes.
10:00am-11:30am- Class 1 (AM)	<input type="checkbox"/> Pre-Algebra/ Algebra I Prep (AM)
11:30am- 12:00pm- BREAK	<input type="checkbox"/> Algebra II & Trigonometry (PM)
12:00pm- 1:30pm- Class 2 (PM)	<input type="checkbox"/> ELA Prep (AM)
	<input type="checkbox"/> SAT Prep (AM) (<u>ONLY</u> 11 th and 12 th Grade)
	<input type="checkbox"/> Living Environment (PM)
	<input type="checkbox"/> Web Development/ Programming (PM)
	<input type="checkbox"/> Introduction to College (PM)
	<input type="checkbox"/> Cyber Security (AM)

(Fall Student & Parent Orientation: October 13, 2021; 6:00pm- 7:00pm)



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OFFICE OF COLLABORATIVE PROGRAMS
300 JAY STREET, M-309
BROOKLYN, NY 11201

Semester: FALL 2021

Mandatory Student Seminar

ALL seminars are **MANDATORY** for **ALL** accepted students. Be advised that you will be **required** to attend **AT LEAST TWO (2)** seminars. All seminars will be conducted **live** virtually through zoom. After the seminar, student will be required to complete a **mandatory evaluation form**. Failing to do so, student will not be given credit for the seminar.

Seminars will be conducted on **Wednesdays (4:30pm- 5:30pm)** and/or **Saturdays (2:00pm- 3:00pm)**. (Keep in mind that Wednesday's seminar will be the same as Saturday's seminar each week.)

The following is the list of seminars that will be conducted:

- 1. Introduction to Mindfulness**
- 2. Mindfulness & Bullying**
- 3. Mindfulness & Self-Esteem**
- 4. Mindfulness & Social Media**
- 5. Peer Pressure**
- 6. Conflict Resolution**
- 7. STEM Careers**

*email completed applications and report card/ or transcript to:
Mr. Marvin Hernandez, MHernandez@citytech.cuny.edu



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APPLICATION FOR FALL 2021 BTG/STEP PROGRAM

OSIS #: _____ Grade in **Fall 2021**: _____

STUDENT INFORMATION

LAST NAME _____ FIRST NAME _____ M. I. _____

STREET ADDRESS _____ APT NO. _____

CITY/BOROUGH _____ STATE _____ ZIP CODE _____

HOME PHONE (____) _____ CELL PHONE (____) _____

STUDENT E-MAIL ADDRESS (PLEASE PRINT CLEARLY): **GMAIL ONLY**

_____ @gmail.com DATE OF BIRTH ____/____/____

ETHNICITY (HIGHLIGHT YELLOW): AFRICAN AMERICAN LATINO/HISPANIC
NATIVE AMERICAN ASIAN WHITE ALASKAN WHITE (NON-HISPANIC)

GENDER (**HIGHLIGHT YELLOW**): MALE FEMALE

ELIGIBLE FOR FREE/REDUCED LUNCH? (**HIGHLIGHT YELLOW**): YES NO

ARE YOU INTERESTED IN TUTORING? (**HIGHLIGHT YELLOW**): YES NO

YEAR OF ENTERANCE TO THE BTG/STEP PROGRAM: _____

PARENT INFORMATION

LAST NAME _____ FIRST NAME _____ M. I. _____

RELATIONSHIP WITH STUDENT: _____

SAME AS ADDRESS AS STUDENT (HIGHLIGHT ONE) YES NO (IF NO, PLEASE COMPLETE BELOW)

STREET ADDRESS _____ APT NO. _____

CITY _____ STATE _____ ZIP CODE _____

HOME PHONE (____) _____ CELL PHONE (____) _____

PARENT E-MAIL ADDRESS (PLEASE PRINT CLEARLY): _____

IN CASE OF EMERGENCY, PLEASE CONTACT (**OTHER THAN PARENT**): _____

PHONE (____) _____ RELATIONSHIP TO STUDENT: _____



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SCHOOL INFORMATION

SCHOOL NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

PHONE (____) _____ WEBSITE: _____

PRINCIPAL: _____

DOES YOUR SCHOOL ADMINISTER REGENTS EXAMINATIONS? (**CIRCLE ONE**) YES NO

DOES YOUR SCHOOL ADMINISTER AP Courses? (**CIRCLE ONE**) YES NO

GUIDANCE COUNSELOR NAME _____

CONTACT PHONE NUMBER (____) _____ CONTACT EMAIL: _____

GRADE LEVELS SERVED _____

ACADEMIC INFORMATION (Optional)

EXPECTED DATE OF HIGH SCHOOL GRADUATION: 20__ __

TYPE OF DIPLOMA EXPECTED (**CIRCLE ONE**): REGENTS/ADVANCED REGENTS/ OTHER _____

OVERALL GPA: _____

PLEASE INDICATE THE TOP THREE HIGH SCHOOLS OR COLLEGES TO WHICH YOU PLAN TO APPLY, AND YOUR INTENDED MAJOR:

FIRST: _____ MAJOR: _____

SECOND: _____ MAJOR: _____

THIRD: _____ MAJOR: _____

HAVE OR WILL YOU PARTICIPATE IN AN INTERNSHIP: YES__ NO__ WHERE: _____

MEDICAL INFORMATION

If you have any medical condition such as allergies and/or asthma, please state below:



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ONLINE LEARNING CONSENT FORM

PARENT/GUARDIAN’S permission for participation of student in Zoom Live/video classes and Google Classroom/meet.

I hereby consent to the Bridging the Gap/STEP program’s use and/or disclosure of information about my child through the program’s registration process and other manual and/or electronic procedures of the Bridging the Gap/STEP Fall 2021 program. I understand that my child is registering for a virtual course, and that the information collected is needed for both program registration and grade/progress reporting to New York State Education Department, New York City Department of Education, New York City College of Technology/CUNY, and to the Bridging the Gap/ STEP program.

This consent form covers all forms of distance learning classes, seminars, academic advisements, and events, including but not limited to live online (Zoom/or Google Meet) classes, video/ pre-recorded content from third party links, and web-based classes (Google Classroom). Your child’s image may be transmitted during video portions of distance learning and online courses.

I also understand that the following information is provided to the class instructors and/or staff of the Bridging the Gap/ STEP program and may include, but may not be limited to: student’s name, address, phone number, age, gender, school name, student’s grade level in school, student’s academic reports/transcripts, student and parent/guardian’s email address, student’s progress and/or grades in classes, and etc.

I give my child permission to access live/video classes, seminars and/or conferences (Zoom, Google Classroom/meet and/or other online formats/links/websites), either on a school device or a personal device, to communicate with instructors, a program success coach, and administrative staff.

Parent/Guardian Permission

I, _____, parent/guardian of _____,
Print parent/guardian name **Print student’s name**

give permission for him/her to take online classes at the Bridging the Gap/STEP fall 2021 program at New York City College of Technology.

SIGNATURE or INITIAL OF PARENT

Date

Bridging the Gap/ STEP program has taken this step and disseminated this Online Learning Consent Form in order to be in compliance with federal legislation for child protection, including The Family Educational Rights and Privacy Act (FERPA - <https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>) and the Children’s Online Privacy Protection Act (COPPA <https://www.ftc.gov/enforcement/rules/rulemaking-regulatory-reform-proceedings/childrens-online-privacy-protection-rule>)



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Class Descriptions:

ELA-Critical Thinking and Writing (Middle School): In the course, we will focus on reading with understanding. To practice reading and to build reading comprehension skills, you will be expected to: annotate all assigned readings, look up and write the definitions of words you don't understand, respond to readings in your own words through take-home quizzes and writing prompts, and discuss readings with the class during our virtual class meetings. For each poem, short story, or essay assigned for class, you also will need to write down and share at least one question you have about the day's reading.

Algebra II and Trigonometry: In this online three-week Algebra/Trigonometry course is divided into several lessons: Complex numbers, exponential and logarithmic functions, conic sections, higher degree polynomial functions, and trigonometry. This course focuses on math concepts, common core goals, and test taking skills. Students would be using "Delta Math" that provide correct answer feedback. Students would also have to attend to ZOOM class and Google Classroom virtually.

Pre-Algebra/Algebra Prep: The Math Advantage Prep course will review the fundamentals of mathematics. The fundamentals include the basic operations of arithmetic on whole numbers, fractions and decimals. These operations will be used in dealing with ratio, proportions, percent, simple geometry and algebra. As students demonstrate understanding of these basic concepts, they will progress into higher-level topics such as the use of variables; properties of numbers and of equality; solving equations and inequalities; problem solving. The Math Advantage Prep course will follow the Common Core State Standards, as well as the mathematical practices which are designed for students to achieve success in the major topics that Pre-Algebra covers.

English Language Arts (ELA- High School): In the course, we will focus on reading with understanding and writing with detail. To build reading skills, you will be expected to: annotate all assigned readings, look up and write the definitions of words you don't understand, respond to readings in your own words through take-home quizzes and writing prompts, and discuss readings with the class during our virtual class meetings. For each poem, short story, or essay assigned for class, you also will need to share at least one question you have about the day's reading. To practice writing with detail and build writing skills you will: create thesis statements, cite supporting quotations from the text as evidence for your thesis/point/argument, and then write with detail in your own words to connect the quotes you have cited with the thesis/point/argument you are trying to prove.

SAT Math and English Prep (Only for rising 11th and 12th Grade): In this course, students will focus on the fundamentals skills and strategies to succeed on the SAT exam. Students will receive a course book in which the professor will use for the duration of the class. Students will take pre-exams to help best prepare for the SAT exam. Our goal will be focusing on how best to approach the test in order to get the highest score possible.

Web Development/ Programming: This course is an intensive introduction to computer programming using the Java language. Through lectures and lab assignments, students will learn the fundamentals of the Java programming language including control structures and user-defined methods. Concepts of object-oriented-programming will be demonstrated through the introduction of class objects and class inheritance. Students also will learn to create simple Graphic User Interfaces and web applications. Some Java libraries will be introduced in developing application projects, for example, string manipulation classes. Emphasis in the course will be placed on the development, implementation, and execution of projects with an eye to industry standards.

Cyber Security: This course will teach students how to select and protect passwords, computer safety at and away from home. Class will cover blue-tooth, gaming, and social media safety tips, phishing what is it and how to identify it. The students will learn what is hacking and will be taught safety for technical devices.

Living Environment: This course introduces the students to a variety of biological topics fundamental to living organisms, with a focus on a set of themes that connects the concepts of biology. Students will explore the diversity of life and trace evolution of this diversity. Students are expected to develop the concepts of physiological processes in order to understand the living world.

Introduction to College: "Preparing for College," What Parents, Guardians, and Students Need to Know": This workshop will cover many issues relating to the college process including: the credits and subject areas needed to graduate high school on time, the standardized examinations deadlines, specialized programs available-no cost, the admissions process, the college application process, scholarships, tuition, creating a portfolio, fee waivers, test preparation, the new SAT, ACT, essays, completing the FAFSA form, how to handle school related issues. Campus living, what to expect.



RESPONSIBILITIES AND PROGRAM REGULATIONS

1. Students **must** report to all scheduled classes on time and remain in class until dismissal.
2. **Loitering** in hallways and staircases is strictly prohibited.
3. Students **must** present written permission in order to leave campus early or, a parent/guardian may contact the office to grant early leave permission.
4. **Absences** from class **must** be documented, such as; doctor's note, attending a college fair or to attend a school related activity.
5. Student, Parent or Guardian **must** formerly notify the Bridging the Gap/STEP Office of either their withdrawal or intent to withdraw from the program in the form of a letter or email.
6. **Important: Tardiness & Absence rule:** One (1) unexcused absence and One (1) excused absence allowed. Two (2) unexcused lateness will be treated as one (1) absence.
7. **Important Cellphone Policy:** Cell phones and/or other portable, electronic (and non-electronic) games, toys, devices and equipment **must be turned off before entering class and remain off until class is dismissed.** Penalty for violation of this rule is expulsion.
8. **Important: Computer/Biology Labs Policy:** Food and drinks in the computer lab is strictly prohibited at all times.
9. **Fire Alarms, Sensors Policy:** Tampering with fire safety equipment, fire alarms or sensors presents a serious danger to all, is illegal (criminal prosecution may result) and expulsion from the program is guaranteed.
10. **Misconduct:** Any student found to have engaged in inappropriate sexual (physical, verbal, image or images) behavior, as determined by the Program Director and Coordinator, are subject to removal from the campus by campus security or NYC Police and will be expelled.
11. Classrooms **must** be cleared after lunch. Make sure to clean up after yourself.
12. Inappropriate language (cursing) is strictly prohibited.
13. It is advised that students **not** bring valuables or large amounts of cash to the campus.
14. Students should dress in a modest fashion.
 - **Male Students** are expected to remove all headwear: hats, headbands, bandannas, doo-rags and similar head gear entering the campus. Wearing of these items are strictly prohibited inside of the classroom.
 - **Female Students** are expected to wear appropriate attire. Revealing or excessively tight clothing, including halter-tops and miniskirts higher than six inches above the knee are prohibited.
15. **Important Drug Policy:** Student are hereby warned: any type of illegal drug or drugs (marijuana, alcohol, pills, etc) are strictly prohibited. If a student is found to possess, exchange, purchase or otherwise violate this policy, they will be escorted off the campus by campus security or NYC Police.
Expulsion is guaranteed and criminal prosecution may result.
16. **Disruptive Behavior:** verbal arguing, making threats, or any violence is strictly prohibited. Acts of coercion, instigation and/or bearing false witness (lying) is also strictly prohibited. Violation of this rule will result in immediate expulsion. Our official response to any violence is to contact campus security and/or NYC Police. Arrest and criminal charges may result.
17. Students and staff are not permitted to administer prescribed or over-the-counter medication to one another.
18. **Failure to adhere to the program's or CUNY policies, rules and regulations can result in removal, expulsion and other penalties as the infraction merits.**

The Office of Collaborative Precollege Programs staff reserves the right to add additional rules and regulations for any other inappropriate behavior that is deemed unacceptable for this program.