

Thank you for your interest in the Achieve Program. We specialize in providing academic support services to students with learning difficulties, including learning disabilities, attention deficit disorders, and autism spectrum disorders. Over the last 35 years, we have assisted hundreds of students reach their goals of obtaining bachelor's and master's degrees from SIU across a wide range of majors. Achieve Program students enroll in regular classes offered by SIU and are required to meet graduation requirements set by the university.

ELIGIBILITY

- Cognitive abilities commensurate with college achievement
- Age appropriate social and emotional maturity
- Diagnosis of learning disability, attention deficit disorder, or learning difficulties

APPLICATION PROCEDURES

- 1) Complete and return the following:
 - Application form & personal statement
 - Professional reference letter or parental statement
 - Submit documentation of learning disability, attention deficit disorder, or learning related difficulty (including any diagnostic or evaluation reports)
- 2) If your application meets our eligibility criteria, you will be invited to complete an interview with our admissions committee at Achieve. The cost of the interview is \$150 payable on the day of the interview by credit card, cash, or check to Achieve. You will be informed of our final admission decision the same day.
- 3) Please note that you must also apply for admission to SIU at <http://admissions.siu.edu/index.html>. Acceptance to Achieve does not guarantee admission to SIU, however, we will submit our recommendation to the university on your behalf, if necessary.

CONFIDENTIALITY

The Achieve Program complies with federal regulations regarding the maintenance of confidentiality of student educational records, as required by the Family Educational Rights and Privacy Act of 1974 and abides by university policy. For details, please see <http://registrar.siu.edu/releasestudentinfo/ferpa.html#basic>

Contact us at 618-453-6155 or achieve@siu.edu for more information.

ACHIEVE FEES AND SERVICES

Achieve is a fee-for-service program for SIU students. We provide a wide range of academic support services that are tailored to meet the individual needs of the student. Our semester fees are billed to the student's SIU Bursar account or can be paid by credit card directly to Achieve if preferred. All new students are automatically billed \$3200 for the first semester. Returning students must complete a service request form each semester for continued services.

Level 1 (\$3200 per semester)

- **Case Management:** Weekly academic progress meetings; organizational and time management assistance; academic coaching for study strategies; bi-weekly progress reports.
- **Tutors:** General tutors; content-specific tutors; writing assistance; reading assistance.
- **Resource Lab:** Access to unlimited computer use and free printing; training and assistance for website access; assistance on various learning platforms (e.g., D2L, TopHat, I-Clicker, MathLab, Pearson's).
- **Proctors:** Quiet room; individual or group proctoring; personal reader; scribe; extended time.
- **Assistive Technology:** Kuzweil for reading; Livescribe for notetaking.

Level 2 (\$2800 per semester)

- **Case Management:** Weekly academic progress meetings; organizational and time management assistance; academic coaching for study strategies; bi-weekly progress reports.
- **Tutors:** General tutors; content-specific tutors; writing assistance; reading assistance.
- **Resource Lab:** Access to unlimited computer use and free printing; training and assistance for website access; assistance on various learning platforms (e.g., D2L, TopHat, I-Clicker, MathLab, Pearson's).
- **Proctors:** Quiet room; individual or group proctoring; personal reader; scribe; extended time.

Level 3 (\$2000 per semester)

- **Case Management:** Weekly academic progress meetings; organizational and time management assistance; academic coaching for study strategies; bi-weekly progress reports.
- **Resource Lab:** Access to unlimited computer use and free printing; training and assistance for website access; assistance on various learning platforms (e.g., D2L, TopHat, I-Clicker, MathLab, Pearson's).
- **Proctors:** Quiet room; individual or group proctoring; personal reader; scribe; extended time.

SERVICE DESCRIPTIONS

Case Management

Each Achieve student is assigned to a trained case manager. Case managers monitor students' academic progress and intervene as needed when problems arise. They provide guidance, assistance, feedback, and serve as liaisons between the student, parents, and instructors. Case managers generate progress reports every two weeks to help monitor academic performance.

Academic Coaching for Study Skills, Organizational and Time Management Assistance

Students for whom study skills, time management and organization present the greatest difficulties receive additional help from case managers. Organizational and time management services include directed instructions, discussion, and implementation of effective strategies to stay on track. Organizational materials are provided, as needed, at minimal cost.

Tutors and Writing Assistance

General studies tutors are available on a walk-in basis in the Student Resource Lab. Personal tutors are also assigned to students as needed or upon request. Tutorial assistance includes reviewing course material, assisting with homework assignments, preparing for quizzes, tests and exams. Writing assistance includes help with creating outlines, generating ideas, organization, spell check, grammar check, and formatting.

Resource Lab

Achieve Program students are encouraged to use our computer lab for all course-related assignments. All computers on site are kept up to date with software required for most undergraduate classes. Tutors are available in the computer lab to assist students with navigating university websites and course-related programs. Printing is available at no additional charge. The computer lab is open Monday – Thursday from 8 am - 7 pm, Friday from 8 am – 6 pm, and Sunday from 1 pm – 6 pm, except during breaks and holidays.

Proctors

Achieve Program students may choose to take tests, quizzes, and exams in a quiet, comfortable, and controlled environment instead of in class. All exams are proctored by our employees who can provide assistance with reading or writing, as needed. Students also receive extended time accommodations up to double the class time when they take their tests, quizzes, or exams in our facilities.

Assistive Technology for Reading and Notetaking

Students have access to Kurzweil reading software. Kurzweil is a widely used text-to-speech conversion program that assists students with reading. Students are required to submit their textbooks for scanning and conversion to Kurzweil format. Students who are not familiar with the software will be trained by staff on the use of the program.

Students also have the option of utilizing Livescribe to record class lectures. We train our students on train effective note-taking skills and help them learn to utilize the recordings for reviewing class information when studying.

ACHIEVE PROGRAM APPLICATION

I. BASIC IDENTIFICATION

Applicant's Name: _____ Sex: M F

Expected Admission to Achieve: Fall Spring Summer Year _____

Birth Date: _____ (MM/DD/YY) High School Graduation: _____ (MM/YY)

If Transferring: _____
(Name of most recent college)

Number of college credits completed: _____

1) Parent/Guardian Name: _____

Relationship to Applicant: _____

Phone: _____

Email: _____

Address: _____

City, State, Zip Code: _____

Occupation: _____ Highest Level of Education: _____
(High School, GED, Bachelor's, Master's, Doctorate)

2) Parent/Guardian Name: _____

Relationship to Applicant: _____

Phone: _____

Email: _____

Address: _____

City, State, Zip Code: _____

Occupation: _____ Highest Level of Education: _____
(High School, GED, Bachelor's, Master's, Doctorate)

Office Use Only:

App Date: _____ Int Date: _____ Decision/Date: _____ Fee Pd: _____

II. EDUCATIONAL HISTORY

Previous Schools Attended (include college, junior college, high school, and dates attended):

1. _____ Date: _____
2. _____ Date: _____
3. _____ Date: _____
4. _____ Date: _____

High School GPA: _____ ACT Score: _____ College GPA: _____

III. HISTORY OF SUPPORT SERVICES / ACCOMMODATIONS

Please list any special education support services / accommodations received in-school or privately:

—

Please list any related support services received (e.g., counseling, tutors, therapy, etc.)

—

Have you ever attended a self-contained classroom or specialized school? If so, please describe:

IV. DIAGNOSTIC INFORMATION

What is your primary diagnosis and when were you diagnosed:

V. MEDICAL HISTORY

Are you adopted? Yes No

Please list any brain injuries /conditions / physical disabilities (e.g. seizures, concussion, brain trauma, stroke, delayed speech, hearing loss, cerebral palsy, etc.):

Please list all past and current medications and the reasons for taking them:

Please list any social or behavioral issues you may have experienced (e.g., isolation, depression, excessive gaming, inappropriate social interactions, anger, misconduct, etc.) and the steps that were taken to resolve the problem:

VI. APPLICANT PERSONAL STATEMENT

Attach a typed personal statement about your academic, social, and personal strengths and weaknesses. Discuss your goals for college, what you are looking forward to in college and what some of your concerns may be. Also clearly describe what motivates you and how you stay motivated. (Minimum word limit 750 words).

VII. PROFESSIONAL REFERENCE LETTER / PARENTAL STATEMENT

Please provide a letter of reference written by someone close to the applicant (e.g., school counselor, special education teacher, case manager, job supervisor, parent). The letter can be submitted directly to Achieve by email, fax, or mail to:

*Achieve Program
Southern Illinois University Carbondale
Mail Code 6832
870 Lincoln Drive, Carbondale, IL 62901
(618) 453-6155, Fax: (618) 453-3711
E-mail: achieve@siu.edu*

Instructions for professional reference letter / parental statement:

Please include your name, contact information, and position. Your letter should provide a clear, accurate, and honest assessment of the applicant's academic strengths and weaknesses as they pertain to his or her disabilities. To the best of your ability, please also give us your opinion regarding the applicant's transition to independent living within a mid-size university campus like SIUC, and his or her potential to succeed in college. We would also appreciate any information you can provide about the applicant's motivation, initiative, attitude, and social interaction skills.

VIII. BEHAVIOR RATINGS (must be completed by a parent or guardian)

Rate the applicant's skill level in the following areas using the scale below:

	1	2	3	4	5			
	Deficient	Poor	Average	Good	Excellent			
A) Independent Living				1	2	3	4	5
Sleeping / Waking Habits								
Personal Hygiene								
Laundry								
B) Self-Regulation				1	2	3	4	5
Prioritizing Responsibilities								
Managing Activities								
Organization								
C) Socializing				1	2	3	4	5
Appropriate behavior in social situations								
Peer group interactions / communications								
Getting involved in activities								
Making new friends								

Consent to Disclose Student Information - Application and Academic Performance

The Family Educational Rights and Privacy Act (FERPA) of 1974 stipulates that no disclosure of a student's educational records can be made without the written consent of the student, unless otherwise provided for in section 99.31 of the FERPA regulations.

By signing and dating this release form, I am providing my voluntary, written consent to the Achieve Program to disclose/obtain information about my educational records, admission status, academic performance, services, and accommodations to/from all appropriate university personnel and specific individuals, as listed below.

Client Name: _____ **Client Dawgtag:** _____
If you don't know your Dawgtag yet, please list date of birth.

_____ Parents / Legal Guardians

Name: _____ Relationship: _____

Name: _____ Relationship: _____

_____ SIUC Units / Departments, including but not limited to:

- *Admissions*
- *Dean of Students*
- *Financial Aid*
- *University College*
- *Housing*
- *Advisement*
- *Bursar*
- *Student Health Services*
- *Registrar*
- *Student Rights & Responsibilities*

_____ Instructors/Departmental Representatives for courses in which I am registered

_____ Achieve Program staff and employees

The authorization provided here does not expire until revoked. I understand that I may revoke this release at any time by submitting a written request to the Achieve Program.

(Signature of Student) (Print Name) (Date)

Achieve Application Checklist:

- _____ Completed Achieve Program Application
- _____ Completed Personal Statement
- _____ Professional Reference Letter / Parental Statement (can be sent directly to Achieve)
- _____ Signed Consent to Disclose Student Information Form
- _____ Attached copies of documentation supporting diagnosis of learning disability
- _____ Attached copies of diagnostic evaluations including results of IQ test

Please send completed materials to:

Achieve Program

Southern Illinois University Carbondale

Mail Code 6832

870 Lincoln Drive, Carbondale, IL 62901

(618) 453-6155, Fax: (618) 453-3711

E-mail: achieve@siu.edu

If you have any questions, please contact us at (618) 453-6155 or achieve@siu.edu