Dear Prospective HEAF family,

We are glad you have decided to apply for admissions to the Harlem Educational Activities Fund, Inc (HEAF). HEAF works to transform the lives of underserved young people, beginning in middle school and continuing in college and beyond, through a youth development approach that includes rigorous year-round academic enrichment, social and cultural exposure, and constant individual attention. Our student participants come from various neighborhoods in the upper-Manhattan area and surrounding NYC boroughs.

We work with students who have a demonstrated commitment to learning and help them to develop the intellectual and social skills they need to thrive as they progress towards higher education. Our organization has an unmatched record of success: 100% of our students’ graduate high school and 98% of our students go on to pursue higher education. Our students are consistently accepted to competitive colleges and universities including; Yale, Columbia, Dartmouth, Syracuse, and Haverford.

We achieve our success by providing accelerated academic enrichment, test preparation, leadership development and college advisement programs throughout the academic school year. HEAF offers free education and youth development assistance that prepares our students for academic success. Some of our programming throughout the year includes: High Expectations Middle School Enrichment (grades served 6-8), and College Quest High School Enrichment (grades served 9-12).

Admissions Criteria for Students:

- Grade point average of 80% or better. A minimum grade of 80% in all major subjects, with no grade below 75% in any subject.
- Score of 3 or 4 in Math and English Language Arts on state standardized tests.
- Good school attendance.
- Strong character and leadership potential.

HEAF places a strong emphasis on helping parents to become effective educational advocates during the various stages of their child’s development. We hope you will take full advantage of this life-enhancing opportunity. To learn more about the Harlem Educational Activities Fund, please visit us our website: www.heaf.org.

Sincerely,

Nkese Rankine
Associate Director of Admissions & Community Relations
All prospective students must submit an application in order to begin the admission process. Once your application is received, our Admissions Manager will be in touch to discuss next steps. Complete all of the fields below.

**Student Contact Information:**

First Name: ____________________________  Last Name: ____________________________

Date of Birth: _______ / ______ / ______  Age: ______  Gender: □ Male  □ Female

School Name: ____________________________  Current Grade: ______

Program Site: □ Brooklyn  □ Manhattan

Racial and/or Ethnic Background (check all that apply): □ Black/African-American  □ Hispanic or Latino
□ White (non-Hispanic)  □ Asian
□ Multiracial (please specify) ________________

Languages Spoken (in addition to English): ____________________________________________

**Parent/Guardian Contact Information:**

First Name: ____________________________  Last Name: ____________________________

Home Address: ____________________________  Apt #: ________________

City: ____________________________  State: ____________________________  Zip Code: ________________

Primary Telephone: ________________  Mobile Telephone: ________________

Languages Spoken (in addition to English) ____________________________________________

Primary Email Address: ____________________________________________________________

Occupation/Job Title: ____________________________  Work Telephone: ________________
Household Information: Below are a series of questions that will help us get to know our prospective candidates and their families. **Complete all of the fields below.**

1. What is your highest degree of a formal education? *(Please select one of the choices below)*
   - □ No Diploma
   - □ High School Diploma/ G.E.D.
   - □ Associates Degree
   - □ Bachelor’s of Arts/Bachelor’s of Science
   - □ Advanced Degree

2. Please indicate how many members currently live in your household (including you). _______

3. Please specify what is your household’s projected yearly income *(Please select one of the choices below)*
   - □ 0- $25,000
   - □ $25,000-$49,000
   - □ $50,000- 75,000
   - □ $75,000- $99,999
   - □ $100,000

**Additional Documents:** Please submit your child’s most recent report card and your child’s most recent Math and ELA standardized test scores. Failure to do so will cause your application to be considered incomplete.

Please read the conditions below:

- □ I certify that the information provided in the enclosed application is accurate.
- □ I understand that following a review of the completed application, and submission of my child’s academic records, I will be contacted for an admissions interview.
- □ I understand that an admissions decision takes into account academic records, an official interview with the Admission staff and based on program space availability.

Parent/ Guardian’s Signature: ________________________________ Date: _____________

Return this completed application by:

- Scan or Email: admissions@heaf.org
- Fax: 212.663.9736
- Online: www.heaf.org/admissions/apply
- Mail to: HEAF Admissions
  2090 Seventh Avenue, 10th Floor
  New York, NY 10027