The TRiO/SSS/DSPS (Disabled Student Programs and Services) at College of the Desert is federally funded under the US Department of Education. It is a counseling program designed to assist and support students with disabilities in meeting the challenges of graduating from College of the Desert and transferring to a four-year university of their choice. The TRiO/SSS/DSPS Program emphasizes academic, career, personal counseling and educational services to help students meet their goals.

**TRiO/SSS/DSPS Students Benefit From:**

**Counseling:** All TRiO/SSS/DSPS participants receive assistance from their TRiO/SSS/DSPS counselor in preparing a COD Student Educational Plan (SEP), selecting the appropriate major, associate degree, certificate and transfer courses, applying for financial aid, and developing career goals. These individualized counseling services are available until TRiO/SSS/DSPS students graduate and transfer from COD.

**Graduation & Transfer Assistance:**
TRiO/SSS/DSPS students are assisted with selecting the appropriate courses necessary to receive an associate degree or a certificate from COD and to transfer to a four-year university.

**Financial Literacy and Scholarship Assistance:** All students will receive financial and economic literacy counseling services to include financial planning for postsecondary education. Students are provided information on Federal student financial aid programs and benefits and resources for locating public and private scholarships. In addition, participants are also assisted with completing the application (FAFSA) for financial aid and scholarships for their COD enrollment and for their transfer universities and or colleges.

**Cultural Events & College Tours:**
TRiO/SSS/DSPS students are offered opportunities to attend various local and regional academic and cultural events, such as college tours and museum visits.

**Priority Registration:** Eligible TRiO/SSS/DSPS students can register for classes on the 1st priority date assigned for class registration.

**Workshops:** College Success, Study Skills and Student Development Workshops help students develop and enhance important
skills allowing them to achieve and successfully accomplish their academic goals.

**Free Tutoring:** Free one-on-one and tutoring assistance in most subjects is made available to all TRiO/SSS/DSPS students in both the TRiO/SSS/DSPS Lab and the Tutoring & Academic Skills Center.

**Computer Support & Lab:** TRiO/SSS/DSPS participants have access to desktop computers and printers. Laptop computers (with internet and some with WiFi) are also available exclusively to TRiO/SSS/DSPS students to use in the computer lab. Internet gives students access to complete on-line course assignments, search the web, MyCOD e-mail, and Web Advisor (i.e. to register and drop classes).

**Live Scribe Pen/Textbook Loans:** Live Scribe Pens and some text books are available to TRiO/SSS/DSPS students to check out for the semester (Based on availability).

<table>
<thead>
<tr>
<th>Eligibility and Selection Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>• <strong>Financial Need:</strong> Applicants must meet federally established income guidelines (see table below).</td>
</tr>
<tr>
<td><strong>AND/OR</strong></td>
</tr>
<tr>
<td>• <strong>First Generation College Student:</strong> Both applicants’ parents do not have a bachelor’s degree.</td>
</tr>
<tr>
<td>• <strong>Verifiable Disability:</strong> All applicant’s must have a verifiable disability.</td>
</tr>
<tr>
<td>• <strong>Academic Need:</strong> Students must have an academic need.</td>
</tr>
<tr>
<td>• <strong>Academic Potential:</strong> Applicants must have a minimum 2.0 grade point average and be enrolled in or assessment scores indicate MATH 54 placement.</td>
</tr>
<tr>
<td>• <strong>Plan to Graduate and Transfer:</strong> Applicants must earn an associate degree or certificate AND declare a plan to transfer to a four year college or university.</td>
</tr>
</tbody>
</table>
• **Enrollment Status:** Applicants must be or plan to enroll in at least 6 units during Fall & Spring Semesters.

• **Residency Status:** Applicants must be a US citizen or a permanent resident of the U.S.

**Minimum Federal Income requirements for AC E S applicants**

Your family income must fall at or below the following standards:

<table>
<thead>
<tr>
<th>Size of Family Unit</th>
<th>Yearly Taxable Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>17,505</td>
</tr>
<tr>
<td>2</td>
<td>23,595</td>
</tr>
<tr>
<td>3</td>
<td>29,685</td>
</tr>
<tr>
<td>4</td>
<td>35,775</td>
</tr>
<tr>
<td>5</td>
<td>41,865</td>
</tr>
<tr>
<td>6</td>
<td>47,955</td>
</tr>
<tr>
<td>7</td>
<td>54,045</td>
</tr>
<tr>
<td>8</td>
<td>60,135</td>
</tr>
</tbody>
</table>

*U.S. Dept. of Human & Health Services, 59,445 January 2014 (Guideline changes annually)*

**How to Apply**

Submit a completed Application, Personal Questionnaire and Applicant Needs Assessment (All Below) along with supporting income verification documentation (i.e. parents and your IRS tax forms, disability and /or proof of independent status from the Financial Aid office), AND proof of disability (i.e. copy of high school IEP, Disability Verification Form signed by doctor) to the:

**TRiO/SSS/DSPS Program**

Cravens Student Services Center TRiO office, 1st floor (DSPS office)

College of the Desert, 43-500 Monterey Avenue, Palm Desert, CA 92260 (760) 636-7974
Students who wish to participate in the TRiO/SSS/DSPS program must complete this application, provide supplemental information where necessary and answer the questions listed on the back. Potential applicants for the program will be asked to meet with a TRiO/SSS/DSPS counselor to be considered for enrollment in the program. *The information you provide is strictly confidential.*

**PERSONAL INFORMATION**

<table>
<thead>
<tr>
<th>1a: SOCIAL SECURITY #</th>
<th>1b. COD STUDENT ID #</th>
<th>MALE</th>
<th>FEMALE</th>
<th>3. DATE OF BIRTH:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>/ /</td>
</tr>
</tbody>
</table>

4. NAME: FIRST  MIDDLE INITIAL:  LAST:

5. MAILING ADDRESS  CITY  STATE  ZIP CODE

6. CELL PHONE #:  7. DAYTIME PHONE #: 

8. MY COD E-MAIL ADDRESS:  9. EMERGENCY CONTACT: (Name, Phone, Relationship)

**ELIGIBILITY CRITERIA**

   Resident Card #: ___________________

2. ANNUAL FAMILY TAXABLE INCOME: (As listed on 1040 Income Tax Form) $

3. NUMBER OF FAMILY MEMBERS LIVING AT HOME: (As listed on 1040 Income Tax Form)

4. DID YOU APPLY FOR FINANCIAL AID?  YES____  NO____

5. DID YOU RECEIVE A PELL GRANT?  YES____  NO____

6. DOES YOUR FATHER HAVE A:  BACHELOR’S DEGREE:  YES____  NO____  YEAR OF GRADUATION:

6a. DOES YOUR MOTHER HAVE A:  BACHELOR’S DEGREE:  YES____  NO____  YEAR OF GRADUATION:

7. HAVE YOU ATTENDED A COLLEGE OTHER THAN COD?  YES____  NO____

**ETHNICITY**

1. NATIVE AMERICAN OR ALASKAN NATIVE _____  2. ASIAN _____  3. BLACK OR AFRICAN-AMERICAN _____

4. HISPANIC _____  5. WHITE _____  6. NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER _____

7. OTHER

**OTHER INFORMATION**

<table>
<thead>
<tr>
<th>COD OBJECTIVE (INFORMED GOAL)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASSOCIATE (A.A./A.S.) DEGREE ONLY _____  TRANSFER ONLY _____  ASSOC. DEGREE &amp; TRANSFER _____</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MAJOR:</th>
<th>MINOR:</th>
</tr>
</thead>
</table>

2. ARE THERE OTHER PROGRAMS IN WHICH YOU ARE ENROLLED AT COLLEGE OF THE DESERT? (check all that apply).

   ACES___  EOPS*___  CARE___  DSPS___  MESA___  VETERAN___  WORKABILITY III___  OTHER_________
*(If you are in EOPS/C ARE, you cannot be in TRiO/SSS/DSPS)*

3. HAVE YOU PARTICIPATED IN A TRIO PROGRAM BEFORE, SUCH AS: **UPWARD BOUND**? YES_____ or NO_____  

4. DO YOU INTEND TO WORK WHILE ATTENDING COD, IF SO, HOW MANY HOURS PER WEEK? _________

**PLEASE COMPLETE REVERSE SIDE OF PAGE**

<table>
<thead>
<tr>
<th>APPLICATION RECEIVED DATE:</th>
<th>TRiO/SSS/DSPS APPOINTMENT DATE:</th>
<th>DATE ENTERED TRiO/SSS/DSPS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE ENTERED COD:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACADEMIC LEVEL:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Freshman</td>
<td>Date entered in STAL:</td>
<td></td>
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<tr>
<td>Sophomore</td>
<td></td>
<td>COD PRIORITY:</td>
</tr>
</tbody>
</table>

**ELIGIBILITY**:  
1: LI&FG – Low Inc. /First Gen.  
2: L I – Low Income  
3: FG - First Generation  
4: DL – Disabled/ Low-Income  
5: D – Disabled

<table>
<thead>
<tr>
<th>ELIGIBILITY</th>
<th>ACADEMIC NEED:</th>
<th>COLLEGE UNITS</th>
<th>CURRENT UNITS</th>
<th>TRANSFERRABLE UNITS:</th>
<th>Type:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1: Assessment/Diagnostic tests</td>
<td>2: Lack of educational and/or career goals</td>
<td>COMPLETED:</td>
<td>CUM GPA:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3: FG – First Generation</td>
<td>4: Lack of acad. preparedness</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4: DL – Disabled/ Low-Income</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5: D – Disabled</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Financial Aid Need:**  
**Financial Aid Unmet Need:**  
**Financial Aid Awarded:**  
**Type:**
TRiO/SSS/DSPS Application Personal Questionnaire

PLEASE ANSWER EACH OF THE FOLLOWING QUESTIONS.
(You may attach additional sheets if necessary.)

1. How were you referred to TRiO/DSPS? (please write name if personal referral)
   a. College of the Desert Website:____________
   b. Class Presentation:____________
   c. Friend:____________
   d. Counselor Referral:____________
   e. Other:____________

2. What are your educational and career goals?

3. If you are a nursing major, are you planning to transfer to a four-year University?
   Yes___          No___

4. Do you have a verifiable disability?
   Yes___          No___

   Please check your type of disability or check other if disability is not listed (you will have to provide
documentation for disabilities marked)

   ___Learning Disability ___Brain Injury
   ___Medical Condition ___Deaf/Hard-of-Hearing
   ___Physical Disability ___Psychiatric Disabilities
   ___Depression ___Speech Disabilities
   ___Obsessive Compulsive Disorder ___Chronic Health Issues
   ___ADD ___Had an IEP in High School
   ___Blindness or low vision ___Other-Please explain below:

   _____________________

By enrolling and participating in the TRiO/SSS/DSPS PROGRAM at the College of the Desert, I give my permission to the TRiO/SSS/DSPS PROGRAM staff to access my COD records (including those at the Financial Aid and Admissions and Records offices) for the purposes of determining program eligibility. By signing below, I verify that the information I have submitted on my TRiO/SSS/DSPS application is true and complete to the best of my knowledge. Failure to provide necessary documentation may be cause for denial and/or cancellation in the Program. I also give the TRiO/SSS/DSPS PROGRAM permission to verify the information on my application as necessary and to monitor my academic progress while enrolled at COD.

**Privacy Act:** In accordance with the Privacy Act of 1974 (Public Law No. 93-579, U.S.C. 552a), you are hereby notified that the Department of Education is authorized to collect information to implement the Student Support Services Program under Title IV of the Higher Education Act of 1965, as amended (Pub. Law 102-325, Sec. 402D). In accordance with this authority, the Department receives and maintains personal information on participants in the Student Support Services program. The principal purpose for collecting this information is to administer the program, including tracking and evaluating participant progress. Providing the information on this form, including a social security number (SSN) is voluntary; failure to disclose a SSN will not result in the denial of any right, benefit or privilege to which the participant is entitled. The information that is collected on this form will be retained in the program files and may be released to other Department officials in the performance of their official duties.

Student Signature __________________ Date __________________

TRiO/SSS/DSPS is a federally funded TRiO Student Support Services Program
College of the Desert

SSS TRiO-DSPS Applicant NEEDS ASSESSMENT

Name: _____________________________ Date: ___________________ Student ID: ______________

Phone: ___________________________ Major (if applicable): __________________________

Please check all that apply:

**Academic Assistance (AA)**

- I need guidance when selecting what classes to sign up for each semester
- I would like to plan ahead for graduation and know where I stand each semester
- I sometimes feel like I don’t understand the registration dates
- I sometimes feel like I don’t know how to drop courses
- I sometimes feel like I don’t know how to read course schedules, and/or understand the college catalog
- I sometimes feel like I don’t know where/when to get books

**Transfer Assistance (TA)**

- I have a lot of questions and am unsure about the process of transferring to a 4-year college
- I would like to go on one or more campus visits to colleges / universities
- I feel overwhelmed when I think about going to a larger school
- I would appreciate help with applying to transfer universities/colleges
- I need help to learn how to order my college transcripts

**Financial Planning (FP)**

- I have questions about the process of applying for Financial Aid (i.e. FAFSA) and Scholarships
- I am concerned that I won’t be able to afford college for financial reasons
- I often find myself worrying about money (Where my money is coming from? How am I going to pay for this?)
- I would like help in budgeting my money and planning for my financial future

**Study Skills (SS)**

- I am uncomfortable going to my instructor when I have questions
- I have trouble picking out the important aspects of the readings
- I have a difficult time getting motivated to study
- While studying, it seems I overlook the information that appears on the exam
- I wait until the last minute to study for a test
- I get nervous before/during an exam
- I am not sure how to study/prepare for tests, or I study the wrong information
- I have difficulty finding time to fulfill all of my responsibilities (i.e. home, work, school)
- I do not take good notes, or I write down the wrong things

(See back of page)
Workshops/Study Groups/Tutoring (WT)

____ I am interested in receiving tutoring services to get help in my classes
____ I enjoy learning all I can about various subjects (how to prepare for tests, writing essays, etc.)
____ I would benefit from participating in workshops provided by the TRIO-DGPS Program.
____ I prefer to study in groups with others rather than alone
____ I tend to get more out of a course if I get to know my classmates

Personal Needs (PN)

____ I feel like I need support from individuals at COD to help me stay motivated
____ I am often overwhelmed by how difficult it is to be a college student
____ I find it difficult to make decisions, express how I’m feeling, and/or be self-confident
____ I sometimes feel stressed when I take exams

Career Development (CD)

____ I am undecided about a major
____ I have not yet determined my career goals
____ I would like to use assessment tools to educate myself about career options
____ I need help with writing my resume, improving my interview skills, and/or finding a job

Cultural Events (CE)

____ I enjoy getting to know other students while on campus
____ I would like to be exposed to events that broaden my perspective
____ I hope to find time to join in activities organized by the SSS program students
____ I may be interested in the ACES Club.

I am interested in attending Workshops on:

____ Study Skills  __ Financial Aid  __ Resume Writing
____ Writing Skills  __ Financial Planning  __ Career Planning
____ Time Management  __ (i.e. Fin. Lit. 101 Ed. Course)  __ Interviewing Skills
____ Stress Management  __ Scholarships  __ Understanding personality types (i.e. Myers-Briggs, Strong Inventory)
____ Building Self-Esteem  __ Effective Job Search

What day and time would be best for you to attend a workshop? ______________ / _____________
Day of week  Time

For Office Use Only

(Write the total checkmarks by each category)

CD ______  TA ______  AA ______  PN ______
FP ______  CE ______  SS ______  WT ______