HOW TO APPLY TO THE HONORS PROGRAM

1. Select the program admission basis appropriate to you from the categories explained below.

**Category One**: eligibility as a newly-enrolling high school student who qualifies through combined grade point average (GPA) and SAT/ACT scores.

If you have any combination of GPA and SAT/ACT scores that fits within the chart below, you are eligible for—although not guaranteed admission to—the Honors Program. Students must also place at English 1 through the Long Beach City College Assessment test.

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<th>GPA</th>
<th>SAT (TOTAL)</th>
<th>ACT (COMPOSITE)</th>
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<td>4.0</td>
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<td>20</td>
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<td>3.9</td>
<td>850</td>
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<td>3.8</td>
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<td>3.5</td>
<td>1050</td>
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<td>1100</td>
<td>26</td>
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<tr>
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<td>1150</td>
<td>27</td>
</tr>
<tr>
<td>3.25</td>
<td>1175</td>
<td>27</td>
</tr>
</tbody>
</table>

If you believe you are eligible for the Program based on other criteria, please make an appointment to see the Honors Coordinator after you have filled out the application. However, you must be close to the minimum requirements based on the SAT/ACT and GPA, have excellent letters of recommendation, and offer academic evidence showing why you believe you should be allowed to enroll in the Honors Program.

**Category Two**: eligibility as a college student who has completed at least 12 transferable units.

If you have completed at least 12 units of transferable (transferable courses numbered 1-99) course work with a 3.00 GPA or higher, qualified for English 1, and are enrolling or are currently enrolled at Long Beach City College as your primary institution, you are eligible for the Honors Program.

2. Submit all materials required for your admission category as soon as you can.

Students are responsible to ensure that all required information reaches the Honors Program Office by the application deadline.

Deadlines are:
- Fall semester, before June 15th
- Spring semester, before November 30th
- Summer semester, before April 30th

(Note: Early applications have the best access to counseling appointments and classes. Applications received after the deadline may be deferred until the following semester. Students cannot register for Honors classes until accepted into the Program.)
**Category One:** newly-enrolling high school student.
Submit:
1. A completed Honors Transfer Program application form;
2. Official high school transcripts or a list of all high school classes with grades and a counselor’s verification signature (may be unofficial; official transcripts are required for final acceptance into the program);
3. Three completed Recommendation forms, or letters of recommendation, with at least two from academic instructors;
4. Long Beach City College Assessment test placement results;
5. A copy of your SAT/ACT scores.

**Category Two:** college student with at least 12 transferable college units completed with at least a 3.00 GPA.
Submit:
1. A completed Honors Transfer Program application form;
2. Transcripts for all college coursework (may be unofficial; official transcripts are required for final acceptance into the program);
3. Three completed Recommendation forms, or letters of recommendation, with at least two from instructors of transferable courses;
4. Long Beach City College Assessment test placement results.

3. If you have not already done so, submit a completed Long Beach City College Admissions application to the Admissions and Records Office.

4. Remember you must **take the Long Beach City College Assessment test as soon as possible.** This will provide information about your appropriate placement in English and mathematics classes. **Honors students must have taken the test and must place in English 1 to be qualified for the Program.** (Students placing in English 105 may be provisionally accepted into the Program depending on their other qualifications.) Contact the assessment appointment line directly at (562) 938-4670 for the Liberal Arts Campus or (562) 938-3920 for the Pacific Coast Campus to make an appointment for your test. Allow at least two weeks to receive your placement results. **NOTE:** Your application will not be considered complete until the Honors Program Office receives these results.

5. Once you have been approved by the Honors Coordinator, you must **meet with the Honors Counselor** to formulate your educational plan and be approved for registration in Honors classes.

6. You **must** also **attend the Honors Program Orientation** held once each semester prior to beginning the program (the date will be announced well in advance each semester).

WE WELCOME YOUR QUESTIONS! If you have questions about the Program or required admission materials, please call the Honors office (562) 938-4354 or stop by (the office is in L203A, in the Liberal Arts Campus Library, mezzanine level). We look forward to talking with you.
APPLICATION CHECKLIST

Type or clearly print in ink:

Name:______________________________________________________________________________
                        last     first     middle
Address:_____________________________________________________________________________
                        number and street   city   state   zip code
Telephone: (____)________________________ Email address:___________________________________
ID number___________________________ Social Security number (optional):_______________________

I have completed and attached to this checklist the required materials in the following order:

_____ 1. My completed Honors Program application.

_____ 2. Transcripts required for the application.
(Note: Unofficial transcripts or counselor’s verification of classes and grades are sufficient for initial acceptance, but official transcripts are required for final acceptance).

_____ 3. Three completed Recommendation forms.

_____ 4. Long Beach City College Assessment test placement results.

Required only for Category One high school applicants:

_____ 5. Copy of my SAT/ACT scores.

If you have any questions about the application or the program, please call (562) 938-4354 or stop by the Honors Program office in L203A (mezzanine floor of the Library on the Liberal Arts Campus).

Please mail the completed checklist and application to:
The Honors Program
Long Beach City College
4901 East Carson Street
Long Beach, CA 90808

FOR OFFICE USE ONLY

Application received: ________________ Category: One___ Two___ Items missing:__________________________
LBCC Assessment placement: English writing_________________________ reading_________________________ Scale: GPA________ SAT________

GPA/SAT/ACT scores: GPA: U________ W________ SAT: V________ M________ T________ ACT:________ Difference: +_________ -_________
H.S. Scholars Program:________________________
Comments:__________________________________________________________________________________

Approval status: Accepted_______ Provisional_______ Rejected_______(Reason)______________________________
Entered in: PeopleSoft______________ Access______________
Excel______________
Revised: 9/03, effective Spring 2004 semester
APPLICATION FORM

Please answer all items completely and type or clearly print in ink.
(Application will be considered incomplete unless all items are answered completely).

1. Name:_______________________________________________Male:__ Female:__
   last                                                          first                                     middle

2. Address:_____________________________________________________________
   number and street                                 city                         state           zip code

3. Telephone:  home:  (____)__________________  Email address:_________________

4. Birthdate:_____________________________________________________________

5. ID number_________________  6. Social Security number (optional):_________________

7. Ethnicity (optional)
   ____American Indian/Alaska Native   ____Pacific Islander
   ____Asian                           ____White (not of Hispanic origin)
   ____Black (not of Hispanic origin)   ____Other________________
   ____Filipino                        ____Decline to state
   ____Hispanic or Latino

8. Under which Honors Transfer Program admission category are you applying?
   _____Category One: newly-enrolling high school student.
   _____Category Two: student with at least 12 transferable college units and 3.00 GPA.

9. High school:_____________________________________________________________
   name                                                         city and state                                       year graduated

10. College attended:_________________________________________________________
    college                                                                                                       city and state
    _______________________________________________________________________________________________________
        dates attended                                                  total units                # of  transfer level units                         Cum. GPA

11. Grade point average: High school GPA:U_____ W_____ College cumulative GPA:_____ 

12. SAT/ACT Scores: Verbal:_____ Mathematics:_____ SAT Total:_____ ACT Total:_____

13. Long Beach City College Assessment test placement results: 
    (must have results before application can be considered).
    ENGL 1____ ENGL 105____ ENGL 801A____ Reading met____ READ 82____ READ 882____

(over)
14. Anticipated transfer university: ____________________________________________

15. Anticipated date of transfer: ____________________________________________

16. Anticipated academic major(s) - (if unknown state general area of interest):
________________________________________________________________________
________________________________________________________________________

17. Anticipated career(s): _________________________________________________

18. Describe briefly your principal extracurricular activities, including school and community groups, hobbies, and strong interests:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

19. Do you work? yes:____ no:_____. If so, how many hours per week?_________

20. If you have participated in an honors program before, please complete the following:
   Name of program and school: _____________________________________________
   Dates of participation: ________________________________________________

21. Have you been certified as a "Distinguished Scholar" by Lakewood, Millikan QUEST, or Wilson High Schools?
   Yes:____ No:____ School:_______________________________________________

ALL APPLICANTS:

The Community College District uses the information requested on this form for the purpose of determining a student’s eligibility for the Honors Program. Personal information recorded on this form will be kept confidential in order to protect against unauthorized disclosure. Portions of this information may be shared with the Chancellor’s Office of the California Community Colleges or other state or federal agencies; however, disclosure to these parties is made in strict accordance with applicable statutes regarding confidentiality, including the Family Educational Rights and Privacy Act (20 U.S.C. 1232(g)). Pursuant to Section 7 of the Federal Privacy Act (Public Law 93-579; 5 U.S.C. § 552a, note), providing your social security number is voluntary. The information on this form is being collected pursuant to California Education Code Sections 67310-67312, and 84850; and California Code of Regulations, Title 5, Section 56000 et seq.

Signature:____________________________________________________ Date:______________

Please mail the completed checklist and application to:

The Honors Program
Long Beach City College
4901 East Carson Street
Long Beach, CA 90808

Revised: 9/03, effective Spring 2004 semester
LONG BEACH CITY COLLEGE
The Honors Program

RECOMMENDATION FORM

Faculty member: If you wish you may respond via email to: rdicostanzo@lbcc.edu

Student’s Name: ____________________________________________________________ Male _____ Female_____

Student’s ID Number ___________________  Student’s Social Security Number (optional): ___________________

High School or College Name: _____________________________________________

High School or College Address: __________________________________________

For High School students:

How many pupils are in your school? _________  How many are in the 12th grade? _________

The student named above is presently enrolled in the _______ grade, is expected to be graduated in _________ and stands (class rank) _________ in a class of _________.

In comparison to other students, I would rate this candidate as:

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<tr>
<th>Written expression</th>
<th>Exceptional</th>
<th>Above Average</th>
<th>Average</th>
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Indicate the strength of your overall endorsement of this candidate:

☑ Highly recommend  ☐ Recommend  ☐ Recommend with some reservation(s)  ☐ Cannot recommend at this time

(Please complete the form on the reverse side)
Recommender’s comments: Please provide us with an assessment of the student. Of particular interest to the Honors Program Committee is the student’s ability to succeed and develop academically and socially in a challenging curriculum. Include any special qualities about which the committee should know (additional letters of recommendation or comments on official letterhead may be attached to this form).

- Recommender’s signature: ________________________________ Date: ________________________
- Printed Name: ________________________________ Title: ________________________________
- Phone Number: ______________________________________________________________________
- Length of acquaintance with applicant: ______________________________________________________________________
- I know the applicant: □ very well □ fairly well □ slightly
- I know the applicant in the following capacity: □ counselor □ teacher □ other (please specify) ______________________________________________________________________

Thank you for completing this recommendation. Please send this form to:

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4901 East Carson Street
Long Beach, CA 90808

Revised: 9/03, effective Spring 2004 semester
LONG BEACH CITY COLLEGE  
The Honors Program  

RECOMMENDATION FORM

Faculty member: If you wish you may respond via email to: rdiostanzo@lbcc.edu

Student’s Name: ________________________________________________________ Male _____ Female_____

Last Name                  First                  Middle

Student’s ID Number ___________ Student’s Social Security Number (optional): ______________

High School or College Name: ____________________________________________

High School or College Address: __________________________________________

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</table>

| Academic ability    |             |               |         |               |                         |
| Comments            |             |               |         |               |                         |

| Motivation          |             |               |         |               |                         |
| Comments            |             |               |         |               |                         |

| Maturity            |             |               |         |               |                         |
| Comments            |             |               |         |               |                         |

| Leadership ability  |             |               |         |               |                         |
| Comments            |             |               |         |               |                         |

| Commitment          |             |               |         |               |                         |
| Comments            |             |               |         |               |                         |

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