Arthur O. Eve
Educational Opportunity Program (EOP)/
Higher Education Opportunity Program (HEOP)
Scholar Handbook

Office of Academic Diversity Initiatives
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Greetings to all of our EOP/HEOP scholars! Let me formally welcome you to the family! You have a long history and line of older brothers and sisters that have come before you and have paved the path for you. We hope that you will push that history forward and continue to blaze new paths.

My name is William “Woodg” Horning and I am the Director of Student Opportunity Programs at Cornell. I have been working with EOP/HEOP since August of 2007 and have a deep passion for the programs and the work we do. I am consistently amazed at what our students do beyond Cornell and the great opportunities they seek while they are on campus.

There are a few things that I think are important for you to know if we are going to embark on this journey together. First, please call me Woodg – it is my nickname and the name that I go by. I think if we are going to become family, we should have a level of respect and familiarity with each other. As a family, we are not always going to get along, but like family, I will always be there for you and trust that I will do everything in my power to advocate for you and make sure that you have access and opportunity while at Cornell.

Second item, the Office of Academic Diversity Initiatives (OADI) has a host of resources available to you and it is IMPERATIVE that you take advantage of these during your time at Cornell. We want you to stretch your wings and try new things. We want you to think about and share your career and future plans with us, we are here to guide you to make those plans come true. If you are interested in research or a particular profession, come talk to us, because we can help.

Third item, I have an open door policy which means, when I am in my office, my door is usually open and I welcome you to stop by and speak with me. We are always looking for your feedback to help us know what you are looking for and need as students.

Last item, you are a recipient of a great opportunity through EOP/HEOP and it is important that you take control of your education. No one is going to hand you all of the answers, you are going to need to work for them and advocate for yourself. Please step up, take charge and don’t let opportunities pass you by. This is a great time in your life and a great opportunity so I encourage you to take full advantage. If you want to go abroad, work in a lab, learn how to play an instrument or lead a group, do it and we will help you figure it out. But, remember one thing – your primary goal is your education; never lose sight of that.

Again, welcome and I am so excited to work with you.

Sincerely,
William ‘Woodg’ Horning
Associate Director, Office of Academic Diversity Initiatives
Director, Opportunity Programs
Cornell University Mission Statement

Cornell University is a private Ivy League University and the land-grant University for New York State. Cornell’s mission is to discover, preserve, and disseminate knowledge; produce creative work; and promote a culture of broad inquiry throughout and beyond the Cornell community. Cornell also aims to enhance the lives and livelihoods of our students, the people of New York, and others around the world through its strong emphasis on public service.

Our faculty, staff, students, and alumni strive toward these objectives in a context of freedom with responsibility. We foster initiative, integrity, and excellence in an environment of collegiality, civility, and responsible stewardship. As the land-grant University for the State of New York, we apply the results of our endeavors in service to our alumni, the community, the state, the nation, and the world.

Mission Statement of the Office of Academic Diversity Initiatives

To ensure that the widest range of life experience, knowledge, creative expression, and original thinking is promoted and shared across the breadth of the Cornell campus, particularly among faculty, staff, and student less likely to have been represented on this campus.

To support the increased presence, academic success, intellectual achievement, and inclusion of those from underrepresented backgrounds across all fields of study at Cornell.

Arthur O. Eve Educational Opportunity Program/Higher Education Opportunity Program Purpose

The primary objective of Arthur O. Eve Higher Educational Opportunity Program and Education Opportunity Program is to help provide a broad range of services to New York State residents who, because of academic and economic circumstances, would otherwise be unable to attend a postsecondary educational institution.
About Arthur O. Eve

Born on March 23, 1933, Arthur O. Eve was born in New York City and raised in Florida. He received an Associate’s degree from Erie Community College and a Bachelor of Science from West Virginia State College. With less than $10 in his pocket he arrived to Buffalo, NY in 1953 as a product of the segregated South. He served in the United States Army from 1953-1955 and achieved the rank of corporal. After his service in the army he returned to Buffalo in 1955. During his first job back he became aware of the drug problems with local youths in the city’s parks and observed a lack of guidance for youth in the community. In pursuing a position in parks and recreation, he learned that these jobs were doled out by political patronage to party loyalists. He joined the Democratic Party and got one of the patronage park jobs. By 1958, he was blossoming as an independent activist within the party, pursuing minority rights. This role led to his 1966 New York State Assembly election victory.

Eve was elected a New York State Assemblyman in 1966 and served in the New York State Assembly longer than any other incumbent member (1967-1982, 1983-2002). Eve rose to prominence in the mid-1960s during Buffalo’s civil disturbances. He expanded his notability during the Attica Prison Riots. In Buffalo’s Civil Rights Movement riots, Eve attempted to organize formal meetings in order to avert physical confrontations. During his first term he led the effort to obtain an initial $500,000 of funding to establish the State University of New York system’s SEEK/Educational Opportunity Program.

Eve is recognized as a leader on just about every issue that’s important to families. Many believe that during his career of public service Eve has done more to initiate opportunities for minorities and the economically disadvantaged in the field of educational opportunity, undergraduate and graduate education, medical degrees, pre-natal, day care and infant care than any other state legislator in the nation. He is a life member of the NAACP, founder and former Chairman of the Board of the Northern Region Black Political Caucus and former Chairman of the New York State Chapter of the National Rainbow Coalition. He is the recipient of numerous awards and citations from an array of local, state and national organizations. Eve was the first African American to win the Democratic Party’s Buffalo Mayoral primary election. During his time in office he was considered the highest ranking African American in the New York State Legislature.
Educational Opportunity Program/Higher Education Opportunity Program (EOP/HEOP) Background

In 1967, New York State Assemblyman Arthur O. Eve pushed forward the principles of access to, and opportunities in, higher education for underrepresented students by developing an appropriations bill, which he modeled after a program at the City University of New York called Search for Education, Elevation, and Knowledge (SEEK). This bill related to schools, and ultimately became the Educational Opportunity Program (EOP), the first students of which were admitted in 1968. The following year, the New York State Legislature expanded this program to provide access to private and independent colleges and universities and the Higher Education Opportunity Program (HEOP) was born. Currently, EOP has a presence on 45 campuses across New York State with HEOP operating on 57 campuses.

EOP/HEOP at Cornell University

In 1964, Cornell University established The Committee on Special Educational Projects (COSEP), whose goals were to increase enrollment of African American students and to provide support services which would facilitate both their adjustment to and graduation from Cornell. COSEP was later expanded to include other disadvantaged students under the Office of Minority Educational Affairs, now the Office of Academic Diversity Initiatives (OADI). Currently, HEOP is housed in OADI. Cornell University is unique in that we offer both EOP for the Contract Colleges and HEOP for the Endowed Colleges. As a guide, we work to provide the same level of support and opportunities for all program students and do not differentiate services by program. We work to provide all students with a variety of opportunities and experiences.

The Arthur O. Eve Educational Opportunity Program (EOP) and the Higher Education Opportunity Program (HEOP) facilitates students whose financial and academic environments have not allowed their potential to come to fruition. EOP/HEOP gives students who have the ability for academic success, but not the requirements for regular admission, the chance to attend Cornell University. The programs allow students eight to ten semesters to successfully complete a degree.

The Arthur O. Eve Educational Opportunity Program (EOP) is funded in part by a grant from the State University of New York and serves students in the contract colleges:

- College of Agriculture and Life Sciences
- College of Human Ecology
- SC Johnson College of Business-Dyson
- School of Industrial and Labor Relations

The Arthur O. Eve Higher Education Opportunity Program (HEOP) is funded in part by a grant from the New York State Department of Education and serves students in the endowed colleges:

- College of Architecture, Art and Planning
- College of Arts and Sciences
- College of Engineering
- SC Johnson College of Business-School of Hotel Administration
Student Opportunity Program
Staff

Vanessa Lillard, Assistant Director, New York State Opportunity Programs

Vanessa has earned her B.S. in Communication and Sociology from SUNY at Buffalo and her M.S. in Student Personnel Administration from SUNY College at Buffalo. She has been in the Opportunity Program family for over 24 years. She cannot envision herself doing anything more rewarding than assisting and encouraging talented and motivated students. She is very grateful to be a part of something so wonderful.

Stephanie Cowling, Senior Advisor, New York State Opportunity Programs

Steph has spent the last decade cultivating a professional life focused on supporting young adult’s transition through postsecondary pathways. She has worked in both nonprofit and university settings specializing in youth development, higher education and workforce/career development. Originally from Northern California, she earned her M.A. in Education and her B.A. in Sociology from UC Berkeley. In addition to her advising work, Steph finds joy in Brazilian dance, insight meditation, painting, hiking, reading, and traveling.

Gabrielle Smith, Advisor, Higher Education Opportunity Program and Pre Professional Programs

Gabrielle completed her undergraduate studies in Spanish and Latin American studies at Cornell and went on to earn her M.S.Ed in Dual Language and Bilingual Education from Bank Street College. She spent 12 years teaching various grades K-12 in New York City public schools, mostly in Expeditionary Learning and Dual Language programs. She also has taught several courses in language acquisition and learning at the graduate level. Gabrielle is excited to continue working within the field of education and supporting students as they explore their interests and pursue their passions.

Wendy Gilmore-Fitzgerald, Advisor, Higher Education Opportunity Program

Wendy completed her undergraduate studies at the Rochester Institute of Technology (RIT), where she earned a BFA in Professional Photographic Illustration with a minor in psychology. After graduation, Wendy taught photography for a seasonal college prep program in London, UK, where she discovered her passion for teaching and international travel. Wendy brings 15 years of experience of working within a higher education setting and is excited to share ideas with and learn from the Cornell community. Beyond campus, you can find Wendy tending to her Ithaca Community Garden plot, teaching healthy cooking workshops or scoping out all of the great trails and coffee shops Ithaca has to offer!
Carlo Lindo, Program Manager, Posse

Carlo Lindo received a B.S. from Babson College in Wellesley, MA with a concentration in accounting. As a New York City public high school student, he experienced the academic and social difficulties underrepresented students faced and was inspired to be an agent of change. First chosen as a Posse Scholar, Carlo went on to work for The Posse Foundation as a Senior Trainer who selected future Scholars and facilitated workshops that encouraged young people's creativity, self-confidence, and leadership. He will continue empowering young people to be ambitious and follow their dreams. In his free time Carlo enjoys reading everything from non-fiction to comic books.

Carol Raymond, Administrative Assistant, New York State Opportunity Programs

Carol provides administrative support for the EOP and HEOP programs at Cornell. She has been with the university for several years.
Program Expectations

Confidentiality
Each EOP/HEOP student will have a staff member assigned to them as their primary advisor in the Office of Academic Diversity Initiatives. The role of the advisor is to assist with situations that arise while at Cornell and strive to serve as a guide for their advisees as best they can. EOP/HEOP students can expect most information disclosed during meetings with his or her advisor to remain private. When sharing information, your advisor will always be acting with your best interest in mind and to provide you with the best advice, guidance, and support possible. However, there are occasions when your advisor may share information with other EOP/HEOP staff members or university officials in order to best assist you. These occasions may include:

- The advisor suspects the student or others are in danger or pose a threat to self or others.
- The student reports information indicating child abuse or neglect.
- General information pertaining to personal, social, academic and/or career related topics might be shared with other advisors and appropriate staff members for reasons of consultation and better holistic services/resources for the student.

The EOP/HEOP office is required to maintain records of your academic progress, financial aid packages, and use of tutorial and counseling services. These records are available for your review upon request.

Integrity
EOP/HEOP students are expected to abide by Cornell’s integrity policy and expected to conduct ethical judgment with financial and academic information and resources.

Integrity Code - absolute integrity is expected of every Cornell student in all academic undertakings. Integrity entails a firm adherence to a set of values, and the values most essential to an academic community are grounded on the concept of honesty with respect to the intellectual efforts of oneself and others. Academic integrity is expected not only in formal coursework situations, but in all University relationships and interactions connected to the educational process, including the use of University resources.

Academic Integrity- A Cornell student’s submission of work for academic credit indicates that the work is the student’s own. All outside assistance should be acknowledged and the student’s academic position truthfully reported at all times. In addition, Cornell students have a right to expect academic integrity from each of their peers.

Guidelines:

- A student shall in no way misrepresent their work.
- A student shall in no way fraudulently or unfairly advance their academic position.
- A student shall refuse to be a party to another student’s failure to maintain academic integrity.
- A student shall not in any other manner violate the principle of academic integrity.
Financial Integrity - A Cornell student’s submission of all financial information indicates that all the information is accurate and reflective of the family’s income. All family revenue streams should be truthfully represented at all times. The EOP/HEOP staff will work with you on all aspects of your financial aid and you should regularly review your own financial aid, bursar information and ask questions.

Guidelines:

- A student shall in no way knowingly report fraudulent information about their financial situation.
- A student shall refuse to be a party to another student’s failure to maintain financial integrity.
- A student will report to the Office of Financial Aid and Student Employment and OADI/NYSOP any funds received from outside agencies to help with their educational expenses including but not limited to scholarships and grants.
- A student will view their billing statements monthly and ask any questions that they have at that time.
- A student will abide by all representations and statements outlined under the Cornell Financial Aid Application for Continuing Student Application Certification.
- A student shall not in any other manner violate the principle of financial integrity.

Advocacy

From the moment students are accepted into EOP/HEOP, advocacy becomes an essential part of their participation in the program. Students are charged with informing legislators that they are thankful for the program, that it is effective and that their support must continue, not only for current students, but also for future students who will need the services of EOP/HEOP. It is important that students are informed that funding for higher education must not be taken for granted. The past has indicated that program funding can be decreased or eliminated and restored due to effective advocacy. Overall, advocacy is ongoing. It involves visits to Albany, Washington D.C., visits to legislators’ local district offices, letter writing, etc. Current students and graduates are the best voices to get the message across that “EOP/HEOP Works!”

Advocacy Days

ALBANY, NY
Fall Semester
Cornell students’ travel to Albany, NY in December to meet with various policy makers regarding the importance of New York State student financial aid. Students advocate for EOP, HEOP, Tuition Assistance Program (TAP), Collegiate Science and Technology Entry Program (CSTEP), and for undocumented students to receive assistance. Students have an opportunity to share their personal stories and why these programs are so important to them and to future students who will need these opportunities. The Fall advocacy day is different than the Spring advocacy day since it affords Cornell students the opportunity to “let their voice be heard” as a solo voice for these programs.
Spring Semester
In February, EOP and HEOP programs across New York State gather in February at one event in solidarity to inform legislators that student financial assistance matters! In addition to scheduled meetings, EOP, HEOP, CSTEP, and TAP recipients participate in a rally at the Legislative Office Building Well. Students also have an opportunity to speak as representatives of their institutions at the podium, via video, and on various social media. The spring Advocacy Day is organized by the Commission on Independent Colleges and Universities (CICU), a lobbying organization.

WASHINGTON, DC
The advocacy effort also includes federal financial assistance. EOP/HEOP students are offered an opportunity to travel to Washington D.C. with other Cornell students and representatives from the Office of Financial Aid and Student Employment.

Letter Writing
EOP/HEOP students send letters to the Governor, their New York State Assembly Person and Senator from their local districts. Students write to inform legislators that the program is worthwhile and that students in the program need the assistance to continue their education. All EOP/HEOP students participate in letter writing and other advocacy efforts for the program. (Please see resources section for details.)
Program Goals

EOP/HEOP are New York state funded programs that work to assist their students to be successful at their respective institutions. Programs may vary from campus to campus as each institution will have different requirements. Each campus is provided with three overarching goals to achieve on their specific campuses. The goals set forth by the New York State Education Department are as follows:

Goal 1: To enroll academically and economically disadvantaged, eligible students into competitive programs of study.

Goal 2: To provide the necessary training and supportive services that assist students to succeed academically.

Goal 3: To engage and retain students to graduation and assist them in pursuing postgraduate academic and/or employment opportunities.

EOP/HEOP Requirements

EOP/HEOP students are expected to adhere to the following requirements as outlined in the contract during PSP. Failure to follow requirements may affect individual funding including but not limited to requests for funding for Kaplan, professional development or travel, financial aid processing (i.e.: budget increases, summer savings expectations, requests for loans, etc.) and may result in registrar holds. It is not the intent of any staff member to withhold resources; however it is the responsibility of the student to meet requirements and be an active participant in the program.

- Attend and successfully complete the Prefreshman Summer Program (PSP).
- Consistently use appropriate University support services, such as counseling, advising, health services, tutorial services, office hours, and Learning Strategies Center (LSC)
Note: Enrollment and attendance in LSC supplemental courses are required.

- Meet with my College Associate, and Faculty Advisor if appropriate, a minimum of twice a semester.

- Meet with an EOP/HEOP advisor a minimum of six (6) times each semester for the first year, monthly for sophomore year, and twice a semester for junior and senior years. Also, immediately if an issue arises affecting my academic performance and/or standing. At the advisor’s discretion, additional meetings may be required.

- Discuss any changes to class schedule with my College Associate and Faculty Advisor.

- Attend all mandatory EOP/HEOP group semester meetings.

- Participate in EOP/HEOP events including but not limited to monthly family dinners, financial aid meetings, guest speakers, OADI and EOP/HEOP end of year banquets.

- Consult with my EOP/HEOP advisor prior to making any changes to my financial aid package regarding loans, work study, and/or summer aid.

- Comply with all Federal, State, and University financial aid guidelines. Complete all Federal, State, and University financial aid forms by the EOP/HEOP office deadline in the spring semester and provide copies to the EOP/HEOP office. Notify the Financial Aid office of any additions to your aid including the receipt of outside scholarships. Non-reporting of aid can result in reduction or loss of financial aid.

- Participate in service learning opportunities in my first year in place of Federal Work Study in consultation with my EOP/HEOP advisor.

- Discuss on or off-campus housing plans with my EOP/HEOP advisor prior to making any legal commitments such as signing housing contracts or leases.

- Discuss any plans to seek membership in a sorority/fraternity with my EOP/HEOP advisor and my College Associate prior to engaging in the process to join.

- Actively participate in the Advocacy Effort to maintain continued adequate funding for opportunity programs and appropriate regulations on State and Federal Aid. This may include visits to Albany and/or Washington D.C. and to local district offices of legislators; phone calls, letter writing, and emails to elected officials; videos, use of social media, etc.

- Cornell University and the Office of Academic Diversity Initiatives often photographs and/or records activities in public and non-public areas, such as classrooms, for use in a variety of media. If you prefer not to be photographed or recorded, you will have the opportunity to opt out on the EOP/HEOP Commitment Agreement.
## Student Support Services

### Academic Services

<table>
<thead>
<tr>
<th>College/School</th>
<th>College Associate</th>
<th>E-Mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Agriculture and Life Sciences</td>
<td>Brandon Senior, Assistant Director of Advising and Diversity Support</td>
<td><a href="mailto:brandon.senior@cornell.edu">brandon.senior@cornell.edu</a></td>
</tr>
<tr>
<td>College of Architecture, Art, and Planning</td>
<td>Andrea McPherson Kiely, Assistant Director of Admissions and Academic Services</td>
<td><a href="mailto:akiely@cornell.edu">akiely@cornell.edu</a></td>
</tr>
<tr>
<td>College of Arts and Sciences</td>
<td>Dr. Chad Coates, Assistant Dean, Admissions and Advising</td>
<td><a href="mailto:chadcoates@cornell.edu">chadcoates@cornell.edu</a></td>
</tr>
<tr>
<td></td>
<td>Juliette Corazon, Assistant Dean, Admissions, Advising/Advisor of the Latino Student Success Office</td>
<td><a href="mailto:jr272@cornell.edu">jr272@cornell.edu</a></td>
</tr>
<tr>
<td>College of Engineering</td>
<td>Angelica Keen, Assistant Director of Diversity Programs in Engineering</td>
<td><a href="mailto:iak32@cornell.edu">iak32@cornell.edu</a></td>
</tr>
<tr>
<td>College of Human Ecology</td>
<td>Verdene Lee, Senior Associate Director of Human Ecology’s Admissions, Registration and Student Services</td>
<td><a href="mailto:val3@cornell.edu">val3@cornell.edu</a></td>
</tr>
<tr>
<td>SC Johnson College of Business</td>
<td>School of Hotel Administration: Carmen Rogers, Associate Director of Diversity &amp; Inclusion Dyson: Nicole Heasley, Undergraduate Program Coordinator</td>
<td><a href="mailto:cmr288@cornell.edu">cmr288@cornell.edu</a></td>
</tr>
<tr>
<td></td>
<td>Dyson: Nicole Heasley, Undergraduate Program Coordinator</td>
<td><a href="mailto:nlh47@cornell.edu">nlh47@cornell.edu</a></td>
</tr>
<tr>
<td>School of Industrial and Labor Relations</td>
<td>Cornell Woodson, Associate Director for Diversity and Inclusion</td>
<td><a href="mailto:cfw58@cornell.edu">cfw58@cornell.edu</a></td>
</tr>
</tbody>
</table>
**Office of Academic Diversity Initiatives** Cornell's Office of Academic Diversity Initiatives (OADI) focuses on inclusion and achievement across campus to support students of all backgrounds to get the most out of their college experience. With a wide variety of individual and group programs and services available, students find OADI to be a place of lively discussion and interchange as well as a place to build caring relationships and feel at home.

EOP/HEOP is just one of the many great programs that that falls within OADI. To learn more about the student success programs, academic and personalized advising, research, scholarship, funding and community building opportunities available through OADI, visit [oadi.cornell.edu](http://oadi.cornell.edu) or suite 200 of the Computing and Communications Center (CCC) in the Ag Quad.

**Chi Alpha Epsilon National Honor Society**
XAE is a national honor society that recognizes the achievements of students admitted to higher education with the support of opportunity programs. For Cornell, these programs include the Arthur O. Eve Educational Opportunity Program and Higher Education Opportunity Program (EOP/HEOP), the McNair Scholars Program, the Collegiate Science and Technology Entry Program (CSTEP), and Posse Scholars. XAE was founded at West University of Pennsylvania in 1989 as a means to celebrate student successes and promote excellence and leadership among opportunity program students. In Spring 2014, the Zeta Upsilon Chapter of Chi Alpha Epsilon National Honor Society was chartered by 17 students and 8 honorary staff inductees.

**Learning Strategies Center (LSC)**
Cornell’s central academic support unit that provides students with supplemental courses and facilitated study groups in selected courses, tutorial assistance, a reading lab, a study skills course and workshops designed to help students at Cornell. The LSC also offers a Winter and Summer Session Scholarship Program, which provides financial assistance for students to enroll in Cornell coursework to keep on track toward graduation. Students should work with a designated contact within their college and EOP/HEOP Advisor to be nominated for an LSC scholarship.

**Tutoring**
The Office of Academic Diversity Initiatives provides tutoring for students who have expunged other resources on campus. If a student has taken advantage of the Learning Strategies Center, worked with his/her professor and teaching assistant and still finds he/she needs help at that time a student can then make a request through his/her advisor.

**Policy**
Tutees will not be permitted to receive tutoring until taking advantage of the LSC, professor’s office hours, and teaching assistants. This program should be used when other resources have been expunged.

- Tutoring is a commitment; it is crucial that students meet with their tutors for the required two hours a week. Tutees may meet more than two times per week upon request and approval.
- Tutees hours will be evaluated to make sure that they are committed to tutoring.
- Receiving tutoring does not automatically mean an A+ will be received in any given class; tutoring is a service to help grasp class material.
- Tutoring services cannot be canceled until three sessions have been attended. You should immediately let us know if there is a need of change of service.
- Two reported no-shows may result in jeopardizing your tutoring privileges.
- It is of the upmost importance that the Opportunity Programs’ and OADI’s financial commitment is respected by attending all contracted tutoring sessions.
Kaplan Courses
Kaplan Test Prep [http://www.kaptest.com/] offers preparation for standardized tests for entrance to graduate school including: GRE (Graduate School), LSAT (Law School), MCAT (Medical School), GMAT (Business School), DAT (Dental School), etc. Kaplan funding is available for EOP/HEOP students in good standing (meets program requirements) and who have no balance due on their bursar bill. Students seeking Kaplan funding must speak to their EOP/HEOP advisor. The advisor will bring the students’ name to a committee consisting of EOP/HEOP staff to determine eligibility. Since funds are limited, it is important that students realize their overall program participation is reviewed when determining who will receive Kaplan funding.

Financial Aid Services

Loans

<table>
<thead>
<tr>
<th>Federal Direct Subsidized Loan-Need based loan</th>
<th>Federal Direct Unsubsidized Loan</th>
<th>Federal Perkins Loan</th>
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</thead>
<tbody>
<tr>
<td>Need based loan</td>
<td>Non-need based loan</td>
<td>Need based loan</td>
</tr>
<tr>
<td>Government pays for interest while in school</td>
<td>Interest accrues while in school</td>
<td>No interest while in school</td>
</tr>
<tr>
<td>Repayment begins 6 months after student leaves school</td>
<td>Repayment begins 6 months after student leaves school</td>
<td>Repayment begins 9 months after student leaves school</td>
</tr>
</tbody>
</table>

Federal Work Study
Most EOP/HEOP financial aid packages include an academic year work expectation. The standard amount of the work expectation is usually $2,600 funded by the Federal Work Study Program.

The Federal Work Study (FWS) Program is a federally funded financial aid program administered by Cornell University, and is designed to assist students in meeting the cost of higher education by promoting access to meaningful work experiences. Work-study does not mean you get paid to study, but rather work in real jobs and earn money to assist in covering educational expenses. The amount you are expected to earn is listed as part of your financial aid package.

Outside scholarships
Outside scholarships or tuition benefits will typically reduce the self-help component (loans and work-study) of your financial aid package, but will not reduce the family contribution. If all the self-help support in your award is cancelled, in some cases, the Cornell grant aid may need to be reduced or cancelled as well. However, if your Cornell grant is reduced due to an outside scholarship, you can work with your advisor and Financial Aid to budget increase in grant aid for items that would typically be loan.
Scholarship checks received by the Office of Financial Aid and Student Employment will be divided equally between fall and spring semesters, unless otherwise indicated in writing by the donor. It’s important to notify the Office of Financial Aid and Student Employment of any outside scholarships you receive, so the appropriate adjustments can be made. Scholarship checks should be sent to:

Cornell University
Office of Financial Aid and Student Employment
Scholarship Division
P.O. Box 752
Ithaca, NY 14851

Budget Increases
Sometimes actual expenses exceed Cornell’s budgeted cost of attendance. When this happens, talk with an EOP/HEOP Advisor about the “budget increase” process to include additional educational expenses. Some educational expenses may be eligible for additional grant, loan or work funding. If you receive outside scholarships, your need-based Cornell Grant funding may be reduced. However, some or all of the Cornell Grant may be reinstated through the budget increase process.

After speaking with an EOP/HEOP Advisor, students can request a budget increase electronically by completing an “Undergraduate Student Loan Request Form” by visiting the forms section of Cornell’s Financial Aid website.

Course-Related Budget Increases
- Architecture fees, studio fees, CAD lab fees
- Physical education class fees (limited to two required courses)
- Computer or tablet (one time only)

Health Budget Increases
- Health insurance, dental, and vision plans
- Fitness center membership

Housing Budget Increases
- Single room on campus
- Program House fees
- Off-campus housing costs exceeding CU budget: rent, heat/electric, water/sewer, internet

Other Budget Increases
- Climbing wall pass
- Omni-ride pass
- Winter clothing (one time only for new students from warm climates)
- Child care (you must be the custodial parent of a dependent child)

Expected Student Contribution (Often referred to as the Summer Savings Expectation or “SSE”)
Summer savings expectation is a yearly contribution the University expects from each student. The University is investing in you and in turn they expect that you will invest in your education as well. During your first year, your summer savings expectation is covered through EOP/HEOP because of your attendance to PSP. As a second, third, and fourth year student you are expected to contribute towards your education by working and saving during the summer. If you are unable to earn and save over the summer as expected, you may request a loan to cover the amount through the Undergraduate Student Loan Request Form.
Outside Award Grant Reimbursement
If your Cornell Grant aid was reduced because of an outside scholarship, some of your grant may be reinstated toward your Summer Savings Expectation through the Outside Award Grant Reimbursement.

Changes in Family Circumstances
At Cornell, we recognize that circumstances for families can be unusual or change unexpectedly. We are here to help you with your situation.

Parents Divorced, Separated or Never Married
When parents are divorced or separated, aid eligibility can be affected. So when completing applications for financial aid to Cornell, students must include income and asset information for both parents. While your custodial parent (the parent you live with most) will need to complete the application process, Cornell will also require information from your noncustodial parent.

If the whereabouts of your noncustodial parent are unknown, or if you have extenuating circumstances regarding your situation, complete the Noncustodial Parent Waiver Petition. Note that third party supporting documentation is required. Refusal of your noncustodial parent to provide information or support does not constitute a waiver.

All information is kept strictly confidential, unless a signed release is provided authorizing the sharing of information between all parties.

NOTE: parents who were never married but live together are treated as married for financial aid purposes.

Independent Students
If you are admitted to Cornell as a dependent student, you will remain as such for your time at Cornell. Even if you are considered independent for federal student aid, Cornell may consider you to be a dependent of your parents when determining institutional aid eligibility.
Cornell will consider you to be independent if:

- you are a non-traditional student and have been self-supporting for more than five years; or
- both of your parents are deceased; or
- you are a ward of the court

If any of these situations apply to you, please contact the Financial Aid and Student Employment Office to discuss your individual circumstances. You will need to request the application for independent student consideration.

*Loss of Parental Income*

When a significant change occurs in parental income due to unemployment, long-term illness, disability, or death of a parent, you may contact the Office of Financial Aid at any time during the year for reconsideration of your aid eligibility.

**Career Services**

Cornell University has a university wide career services center that provides general information about career planning:

**Barnes Hall**
103 Barnes Hall, 607-255-5296

In addition, each college/school has services tailored to major and career interests:

**Agriculture and Life Science Career Development**
140 Roberts Hall, 255-2257

**Architecture, Art, and Planning Career Services**
B1 West Sibley Hall, 254-3583

**Arts and Sciences Career Services**
172 Goldwin Smith Hall, 255-4166

**Engineering Cooperative Education and Career Services**
201 Carpenter Hall, 255-5006

**Hotel Administration Career Management**
180 Statler Hall, 255-6376

**Human Ecology Career Development**
172 Martha Van Rensselaer Hall, 255-2988

**ILR Career Services**
201 Ives Halls, 255-7816
Health and Wellness Services

Cornell believes in a holistic approach to taking care of yourself during your undergraduate experience. In order to thrive at Cornell, taking care of your body, mind, and soul are crucial to your success. Below are different resources on campus that offer different ways of maintaining a balanced lifestyle on campus.

**Cornell Health** - Offers a plethora of resources to students for the physical, mental, and nutritional wellbeing.

“**Let’s Talk**” - A drop-in service which offers free informal consultations with a Cornell Health Counselor at various on-campus locations throughout the week. Sessions are offered on a first-come, first served basis. For more information about Let’s Talk locations, hours and counselors, please visit their website.

**Cornell’s Empathy, Assistance, and Referral Service (EARS)** - A student run organization that trains members from the Cornell community who want to be a counselor. EARS provides counseling and workshop based interventions for students.

**Cornell Fitness Center (CFC)** - Students may purchase a CFC pass to gain access to several on-campus gym facilities that offer students exercise equipment, group classes, and personal trainers for healthy living. First year EOP/HEOP students can request HEOP/EOP grant funding to purchase a CFC membership by submitting an Undergraduate Student Loan Request Form, often referred to as a “Budget Increase Form.”

**Cornell Minds Matter** - Promotes the overall mental and emotional health of all Cornell students, works to reduce the stigma of mental illness, and holds events open to the entire Cornell community that foster a healthy, balanced lifestyle.

**Cornell United Religious Work (CURW)** - Housed in Anabel Taylor Hall, comprised of 28 affiliated communities, offers programs of workshop, study, and social life, as well as opportunities for students to engage in interfaith dialogue. Each weekend within Anabel Taylor Hall, Catholic Masses, Protestant worship services, Jewish Services (Reform, Conservative and Orthodox) and Muslim prayers are held. For information regarding other religious groups and services, you can reach the CURW by calling 607-255-4214.

Other Campus Services/Campus Partners

Cornell is a collaborative environment where a variety of campus services and partnerships work together to offer support and services to students. Here are a just a few you might find to helpful:

**6-2-6 Center for Intercultural Dialogue** - Promotes programs that cross the boundaries in Cornell's diverse student community, bringing together students from themed Program Houses, diversity- and social justice-related student organizations, and other cultural centers across campus. The Center houses the offices of Cornell Intercultural Programs, the Asian & Asian American Center, the African, Latino, Asian, Native American Students Programming Board, the Alumni-Student Mentoring Program, and the Lesbian, Gay, Bisexual, and Transgender Resource Center.

626 Thurston Avenue
interculturalcenter@cornell.edu
Office of the Bursar - Cornell’s central billing service center for tuition, fees, and other charges incurred by students, and proactively assists families to manage their financial obligations to the university through a variety of financial services.

260 Day Hall
uco-bursar@cornell.edu

Cornell Dining - Cornell offers over 30 dining rooms, cafes, food courts, coffee houses, and convenience stores, which are consistently rated in the top ten of Princeton Review’s list of ‘Best Campus Food’ with trained chefs, culinary staff, and diverse and creative menus. Dining offers a variety of authentic ethnic selections, vegan and vegetarian options, fresh local and kosher foods.

1508 Dickson Hall
dining@cornell.edu

Cornell Police - The Cornell Police (CP) will perform the same basic activities as any municipal police department, in addition to the activities peculiar to the academic institution that this department has been created to serve. Not only does CP respond to required police services, preserve the peace, protect life and property, and recover lost and stolen property, but it also enforces, in a fair and impartial manner, the regulations which comprise the Cornell Campus Code of Conduct, as well as applicable local, State and Federal laws. Contact the police (607-255-1111) to report a non-emergency on-campus incident or for information and general assistance (911 for real emergency).

Office of Fraternity, Sorority and Off-Campus Living - Fraternity and Sorority Affairs advocates for the Greek community in pursuit of fraternal ideals and serves as a resource to develop and educate leaders in a diverse, self-governed, living-learning environment.

136 Ho Plaza, Willard Straight Hall
Greeks@cornell.edu

Off-Campus Living provides housing assistance, education and referral services to students, staff, faculty and others associated with Cornell, choosing to live off campus. Cornell University is committed to providing information and services that result in informed housing decisions.

541 Willard Straight Hall
offcampusliving@cornell.edu

Office of Internal Transfer and Concurrent Degrees – A neutral and impartial resource for undergraduate students to explore the many majors and minors Cornell has to offer, while receiving support in navigating the process of internal transfers and concurrent degrees.

Suite 200 Computing & Communications Center
internaltransfer@cornell.edu

Office of Residential and Event Services - Provides students with options for dining and housing at Cornell. Living on campus connects students to the full range of opportunities that Cornell has to offer. This is one reason why nearly all undergraduate students live in on-campus housing.

206 Robert Purcell Community Center
housing@cornell.edu
Student Leadership, Engagement and Campus Activities - Provides students with opportunities designed to promote individual growth, creativity and personal connections through experiential learning. With 800 student organizations on Cornell’s campus, their staff is here to assist you, whether you would like to find that perfect group to join or if you’d like to start a new organization.

538 Willard Straight Hall
activities@cornell.edu

Frequently Asked Questions

What does it mean to be a part of EOP/HEOP?
Being a part of EOP/HEOP means that you have an opportunity to excel in college. EOP/HEOP are programs that are designed to create opportunities for students who have the drive and motivation to succeed in college. It also means that you have a network of people working to support you while in college and beyond, but those opportunities and support come with responsibilities. It is your responsibility to advocate for yourself and others in the program and work to your potential. We will support you and give you every resource we can; however, we will not do your work for you. Your education is yours and you are responsible for where it goes.

What does being part of EOP/HEOP mean in terms of my admission into Cornell University?
EOP/HEOP is the reason you have been admitted to Cornell University. As part of the admissions process, your academic record was reviewed by the admissions team in your college; they saw great potential in you and thought you would benefit from being a part of this program. By definition and state law, you would not have been admitted to the university without EOP/HEOP and therefore the program is your ticket to being a Cornell student. We see great potential in you and that is why we are investing in you. It should be known that our students, through the support of the program and the resources, are graduating at comparable rates to the university and in some cases at higher rates than the regular admitted population. Therefore being active in the program and following the guidelines truly helps EOP/HEOP students succeed.

Why do I have to participate in the Pre-freshman Summer Program (PSP)?
All EOP/HEOP students across New York State have to participate in a summer program at their institution. PSP is designed at each campus to be a bridge between high school and college and to help students adjust to what lies before them. Throughout the course of the program, you will have academic requirements, but also have the opportunity to learn more about the campus and start to get familiar with the resources and how to best access them over the next few years.

Under what circumstances can I miss an EOP/HEOP programs/events?
As an EOP/HEOP student, there are events and appointments that are required as part of your participation in the program and therefore you may not miss them. As a program student, it is expected that your academics come first, EOP/HEOP comes second, and then everything else comes last. As mentioned above, these programs are the reason you are at Cornell and therefore they are a priority for you and should be scheduled as such on your calendar. The only two acceptable reasons for missing a required event is if you are in class or you are abroad. Employment and student organization meetings are not approved absences. If and when you have a job on campus, you will need to switch shifts if there is an overlap. The requirements for your classes and these programs must take first priority.
What is an Expected Student Contribution (Summer Savings Expectation)?
Summer savings expectation is a yearly contribution the University expects from each student. The University is investing in you and in turn they expect that you will invest in your education as well. During your first year, your summer savings expectation is covered through EOP/HEOP because of your attendance to PSP during the summer. As a second, third, and fourth year student you are expected to contribute towards your education by working and saving during the summer. If you are unable to earn and save over the summer as expected, you may request a loan to cover the amount through the Undergraduate Student Loan Request Form.

The University has predetermined amounts by class that change each year. Each student is expected to earn and save money over the summer time to cover their SSE, however, you may not be expected to pay the entire amount to your bill. Review your award letter, it will break down your educational budget. There are items (travel, personal, miscellaneous) that will not show up on your bursar bill, but the University is estimating how much you will need for those expenses. Therefore, your SSE could be used towards these out of pocket expenses.

Will I be able to use my scholarship to cover my loans?
Under Cornell’s Financial Aid package, outside scholarships do have the ability to reduce loans and work study in a student package. Each student’s package has its slight nuances and therefore if you have an outside scholarship, you should make an appointment with your advisor and a financial aid counselor to speak directly about how your package is impacted by outside scholarships.

What is a refund and when do I get one?
A refund is generated when your financial aid exceeds your expenses (tuition & fees, room and board, etc.). Not every student will receive a refund or receive one in the same amount depending on your financial aid package. Items that will affect you receiving a refund can include a parent contribution, type of room you have (single, double, triple), kind of meal plan you choose, if you have course fees, or anything that is related to a charge on your bursar bill. This is something that you should go over with your advisor and financial aid office. Some of these expenses are what we call “budget increasable” meaning you may request a loan to help pay for them – this too is a process you will need to go over with your advisor. It is recommended that students sign up for Bursar Direct Deposit on line. In that way, refunds will go directly to the student’s bank account.

When can I live off campus?
Students can choose to live off campus as early as their sophomore year. This is a very big decision and if you are considering this, you need to make an appointment with your advisor to talk through all of the details that go into living off campus. It is a great experience for students; however, it also comes with great responsibility in managing your finances, transportation, academics, and social life. Before you sign anything or make the decision, have the conversation first. You may feel pressure from local landlords to act right away – DO NOT take the pressure, speak with us and speak with the Off-Campus Living – there are resources available to help you navigate the process.

How do I pay for my expenses if I live off campus?
If you choose to live off campus, you will need to have a conversation with your advisor and the financial aid office because of how the process works for paying for your housing and meals. The difference between living on campus and off campus is where and how you pay your bill. On campus these expenses are charged right to the bursar, so your financial aid will pay them directly. You are then responsible for any remaining balance that financial aid does not cover (this usually comes from your SSE or parent contribution if you have one.) Off campus, financial aid will not pay your landlord directly—this bill becomes your responsibility. What typically happens is that your financial aid will pay your Cornell bill, and the remaining balance is refunded to you when
charges are less than your aid. This typically occurs when off-campus students are not signed up for campus housing and/or meal plans. DO NOT expect to receive the entire amount of housing and meal plan in a refund. Because your bill is made of many pieces, as is your aid, it IS NOT a direct dollar for dollar reimbursement. Items that can affect the amount of refund you receive are parent contribution, summer savings, if you opt to have a meal plan while living off campus and other charges. You should meet with an advisor and review your current package before you sign any paperwork for the next year to have an idea of what type of refund you will be working with to understand the budget when thinking about rent. This is a process that must be taken seriously and have conversations about before getting into a commitment you cannot get out of or afford.

When can I join a sorority or fraternity?
As a student, you have the ability to join a fraternity or sorority as early as your second semester. However, as stated in your contract, you must talk this through with your advisor before you decide to join. Joining an organization can provide you with a great many benefits; however, there is a lot to know about the process. Joining a Greek organization, or any organization for that matter, comes with additional responsibilities. As was mentioned above, your education is your primary reason for being here and that must come first. We want to work with you and advise you on how to make the most of your time at Cornell and succeed, so going into a situation with your eyes open is key. Speak to your advisor first, Greek life can be great, but it can also be very time consuming and expensive. We want to help you through the process and help you to see all of the angles so you can make the best decision for you with all of the facts.

Why can’t I work as a freshman? Are there any exceptions?
The primary job of first year EOP/HEOP students is to focus on academics. EOP/HEOP students do not work because it is important to first transition into Cornell and get grounded on campus first. There are not exceptions to this rule. Students can work over breaks if they choose, but not during the academic year. Many students use this time to prepare for and participate in research and/or service learning opportunities.

Why am I required to meet with my advisor?
As a part of our EOP/HEOP support services, we provide thorough academic, financial and personal advisement. The required meetings are to ensure that you are receiving a listening ear on your transition and progress through your time at Cornell. We believe in the significance of having a trusted and invested advisor to support your success.

What will I talk about with my advisor?
During your advising sessions, you will discuss your academic, professional and personal progress during your time at Cornell. Advising appointments are normally 30 – 45 minutes. During these appointments, you will normally discuss progress towards your goals as well as any successes and challenges you have experienced. During an advising session, you will most likely discuss topics ranging from your academic coursework, financial aid, student organizational involvement, professional pursuits and research interests. This is your time to share, ask questions and receive encouragement and relevant resources.

How do I set an advising appointment?
You can schedule an advising appointment in one of two ways. First, you can find a time through our online scheduling tool, vCita. Your advisor has a unique scheduling link that you can access through the OADI staff page at https://oadi.cornell.edu/about/oadi-staff.html. Secondly, you can schedule an appointment through our front desk receptionist either in person at OADI or at 607-255-6384.
Students are encouraged to utilize a weekly study plan to be sure all academic, professional, personal and extracurricular commitments fit within the 168 hours we are given each week. The Learning Strategies Center and EOP/HEOP Advisors are here to help students find time management tools and academic strategies to help reach their goals.

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# Household Budget

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Advocacy-Letter Writing Campaign

To register to vote:

http://www.elections.ny.gov/VotingRegister.html

To find YOUR Legislators: New York Student Aid Alliance

“Student + Aid =Opportunity”

http://www.nystudentaidalliance.org/

‘Take Action Now’ (tab), > Steps to Take > Find Your Elected Officials: Enter Zip Code Click on Name > Click on Contact to find address and phone numbers.

Addressing U.S. Senators

The Honorable (Full Name)
(Office address)
United States Senate
Washington, DC 20510

Dear Senator (Last Name):

Addressing Representatives

The Honorable (Full Name)
(Office address)
United States House of Representatives
Washington, DC 20515

Dear Representative (Last Name):

Governor

The Honorable Andrew M. Cuomo
Governor of New York State
New York State Capitol Building
Albany, NY 12224

Dear Governor Cuomo:
Each NYS Senator and Assembly member has local District address and an Albany address
(You only need to write to one of the addresses)

Addressing NYS Senators

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<td>Albany, New York 12247</td>
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Dear Senator (Full Name):

Addressing NYS Assembly

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</thead>
<tbody>
<tr>
<td>The Honorable (Full Name)</td>
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<td>The Honorable (Full Name)</td>
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<tr>
<td>New York State Assembly</td>
<td></td>
<td>New York State Assembly</td>
</tr>
<tr>
<td>Address</td>
<td></td>
<td>Legislative Office Building (Room #)</td>
</tr>
<tr>
<td>City, New York Zip Code</td>
<td></td>
<td>Albany, New York 12248</td>
</tr>
</tbody>
</table>

Dear Assembly Member (Full Name):

Sample Letter Format

Your Name
Permanent Address
City, State Zip Code

Date

The Honorable (Legislator's Full Name)
New York State Assembly
Address
City, New York Zip Code

Dear Assembly Member (Full Name):

Body of letter – two to three paragraphs – see attached content of letter sheet.

Sincerely,

(Your Signature)

First and last name printed
Email address
Cornell University
College of XXX
Class of XXXX

Advocacy Effort
Content for Thank You Letter

Name___________________________

Date____________________________

My name is and my major/program is:
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

My goal is to become a (and why) and/or I plan to give back to my community/others by:
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

I am enrolled in the Arthur O. Eve Educational Opportunity Program (EOP) or Arthur O. Eve Higher Education Opportunity Program (HEOP) at Cornell University. Mention being in the Prefreshman Summer Program and how it has helped you or the advantage it has given you:
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

End by thanking them for their support of funding for higher education and opportunity programs.

Use your own words—the above gives you a guide.
DRAFT LETTER/EMAIL FOR STUDENT ADVOCACY:

Dear (Senator/Assembly Member) __________,

My name is __________ and I am currently an opportunity program student at Cornell University. I have had the great pleasure to attend this university through the support of opportunity program funding and TAP. I wanted to write to you and thank you for your support of these programs and in turn support for my academic success.

Let me share a little about myself. I am (first generation) (first year/sophomore/junior/senior) in the College of ______ studying ______________________. I am from (Queens, etc.) and live in your district. With the funding I receive, I have been able to (list anything here you have done, research, study abroad, etc.) and am incredibly thankful for these opportunities. Because of your support, this has all been possible for me and so many of my friends. Your continued support of opportunity programs will allow many other students like me that get the opportunity to attend an amazing university and follow their dreams. For this, I would like to thank you.

I would like to ask for your continued support with the funding opportunity programs. These programs give students like me a chance to make a better life for my family and myself. Thank you for taking the time to read this letter and your continued support. I am so thankful for the support financially, academically, and personally, these programs have provided me on my journey.

Sincerely,

(Your Signature)

First and last name printed
Email address
Cornell University
College of XXX
Class of XXXX
References

Information for this handbook was adapted from the following resources:

- http://www.cornell.edu/about/mission.cfm
- https://www.oadi.cornell.edu/
- https://www.oadi.cornell.edu/heop/
- http://lsc.cornell.edu/
- http://finaid.cornell.edu/
- http://www.career.cornell.edu/
- http://www.gannett.cornell.edu/
- http://www.cornell.edu/student-life/
- http://www.uncrownedcommunitybuilders.com/person/arthur-o-eve