



Student Application Support Guide

[\(En español\)](#) [\(Arabic\)](#) [\(Amharic\)](#) [\(French\)](#) [\[on the web\]](#)

At Breakthrough Cincinnati, we believe in the power of young people. Our unique “students teaching students” model will transform your child’s summer learning experiences from boredom to brilliance. The only program of its kind in our region, Breakthrough Cincinnati provides an academically enriching and fun community for rising sixth through ninth graders. Your child will develop the academic and leadership skills necessary for success in college and beyond. We are excited to get to know your child and your family.

In this guide you will find:

Part One: Program Description

Part Two: Frequently Asked Questions

Part Three: Application and Submission Guide

Part Four: Tips for Applying

Part One: Program Description

Our Mission

Breakthrough Cincinnati provides rigorous four-year college-preparatory summer and school year learning experiences for high-need and high-potential middle school students and inspires and trains college students as the next generation of teachers.

Our Reach

Breakthrough Cincinnati has three sites around the city to increase its student reach. Students are assigned to sites based on school enrollment and geographic needs.

Breakthrough Cincinnati @ Cincinnati Country Day School
6905 Given Road, Cincinnati, Ohio 45243

Breakthrough Cincinnati @ University of Cincinnati
2600 McMicken Ave. Cincinnati OH 45221

Our Program

Breakthrough Cincinnati (BTC) supports over 300 rising 6th, 7th, 8th, and 9th grade students on their path to a successful future. This is accomplished through a rigorous, tuition-free, academic enrichment program that includes a multi-week summer program and regularly scheduled school-year experiences. BTC’s unique ‘students teaching students’ model positions talented high school and college students as teachers, role models, and mentors to middle school students. BTC equips students with the skills and motivation needed to enter and succeed in high school, graduate on time and successfully transition into college.

BTC’s summer program helps middle school youth develop the necessary organizational, study, critical thinking, and communication skills needed to succeed in high school and beyond. Each

day students take courses in English, math, history and science in small classes of eight to ten students. In the afternoon, students attend academic electives, life skills and leadership workshops, and participate in additional experiences in athletics or the arts. Students also experience community service, career exploration and outdoor experiences.

During the school year, BTC remains invested in the academic success of our students. We work to support students by offering programming that supports academic, social, and professional growth. We have career and college focused Super Saturdays, as well as monthly leadership and social events.

Our Students

BTC students come from many different backgrounds and schools. They all share a love of learning and the desire to go to college. BTC students strive to do their best and are always open to new ideas and experiences. They work hard, want to develop leadership skills, and have fun in the process. Their families are engaged in the learning process, want to stay connected, and have aspirations for their child's success.

Breakthrough aims to support students from communities who don't typically enroll in post-secondary education. Students who ascribe to the following communities: *First Generation College Bound, Single Parent Household, Low-Income* are encouraged to apply. BTC empowers all students to achieve their goals.

Our Teachers

BTC teachers are talented and passionate high school and college students. They work long hours to make learning exciting, challenging, and rewarding. Our teachers are special because they possess a love of learning and a desire to share their time and ideas with younger students. As near peers, they work hard to provide high quality, engaging instruction to our students, and are supported by professional educators to ensure success in the classroom.

Part Two: Frequently Asked Questions

What type of culture does BTC expect?

BTC aims to create an optimum learning environment and prepare students for a lifetime of success. As a safe space, BTC wants all community members to support the values and goals of the program by using respectful language and behavior that is indicative of the community we wish to be a part of. BTC promotes the use of positive language and gratitude.

What is the commitment?

Our primary goal is that your student and family have a successful experience. So, we ask that both the student and the family agree to schedule other activities around the dates of the summer program for four years, and agree to stay engaged during the school year.

Breakthrough students attend our summer program daily during school hours, over several weeks each summer before the 6th, 7th, 8th and 9th grade school years. An orientation will be offered for new families and students to review the schedule and expectations in detail.

Attendance is required every day during the entire multi-week summer program. Students and families who do not adhere to the attendance expectations may be asked to leave the program. To wrap up the summer program and share successes, we host an event called Celebration. This year it will be held on **Friday, August 1**. During Celebration, students get to show their families and friends what they've been learning all summer through an interactive open house and special performance. It is a special event that you won't want to miss.

Dates of Summer Program 2025:

Orientation (BTC): April 26-May 1

Summer Program: June 30 – August 1

No program July 4

Monday-Friday: 9:00-4:00 (Wednesday until 2:00)

For the school year, we require that students stay engaged with their positive peer group by attending at least three school year program sessions. Students can select different ways to engage to support their needs: academic, social, leadership, or college/career exploration. We offer:

- Quarterly college and/or career workshops
- monthly advisory leadership meetings
- community building events

Is transportation provided?

Yes, we want to support access to our opportunity. Transportation is provided free of charge for students who *express the need and live within a 10-mile radius of the program sites*. If you live outside of that distance, you will be contacted by a staff member to discuss transportation options. BTC contracts with a third-party transportation provider. Efforts are made to coordinate stops that are convenient to your home and minimize riding time. If your child is selected for the program, we will communicate extensively with you in the weeks prior to the program's start date to plan your student's transportation.

What will it cost?

BTC is a tuition-free program. The program is made possible by generous corporate, foundation and individual contributions. BTC is held to rigorous accountability standards in order to ensure that the funding is serving its stated purpose. At times we will collect data, survey information and other information to report to our contributors.

How can I stay connected to my student's experience?

You are your child's best supporter and we want to support and encourage your involvement in your student's experience at BTC. Our program uses Talking Points and Email for communication. During the summer, you will receive a weekly newsletter and regular text bulletins. You will have the opportunity to attend several events throughout the summer and school year. The best way to learn about what's happening is to engage your student in a conversation about their experiences in the program each day and share with us any needs you discover!

What if I have questions about the application or the process?

BTC staff can be contacted via email or phone. We are always open to answering questions to support interested and committed families. Please understand that the application season is a peak time for our staff and we will do our best to answer questions and messages promptly. We will host LIVE Q&A sessions to support application submissions (check our website for more info)

Email: applystudent@breakthroughcincinnati.org

Phone: 513-815-6862; 513-202-3845; 513-204-9139

Part Three: Application and Submission

Application Process

The Breakthrough Cincinnati application process is comprehensive so that we can ensure the fit and success of students selected for the program. In order for your child's application to be considered, all sections of the student application must be completed and submitted to Breakthrough Cincinnati by the application deadline. Incomplete applications will not be considered. **Application Deadline: March 14**

The application has six parts to be completed online. You can pre-write your responses using the guide below and then login to the ONLINE APPLICATION to submit.

All sections of the application that need to be submitted by **March 21** include:

<p><u>BTC Application Question Preview (full length)</u></p> <p>-Highlights below</p>	
<p>Section 1: Student information</p> <p>-Tell us about yourself.</p> <p>SHORT RESPONSES</p> <p>- What do you want to be when you grow up? How will college help you get there?</p> <p>- What does being a leader mean to you? Describe a time when you were a leader.</p> <p>- What can you do to support a positive peer community and learning environment at Breakthrough?</p> <p>LONGER RESPONSES</p> <p>-Consider a community of which you are part (e.g., neighborhood, school, or church) and reflect on one challenge faced by that community. How can you help solve this challenge?</p> <p>-Describe your favorite learning experience. Why was it your favorite? What did you learn?</p>	<p>DUE: Mar 14</p> <p>Completed by the student online (<i>Use a parent email and common password to help SAVE and complete anytime</i>)</p>

<p>Section 2: Family information</p> <ul style="list-style-type: none"> -Share contact information. -Provide background information. -Tell us why Breakthrough is important to you and your student? <p>Section 3: Transportation information</p> <ul style="list-style-type: none"> -Share summer transportation needs. <p>Section 4: Statement of intent</p> <ul style="list-style-type: none"> -Share your commitment to work together for student growth. <p>Section 5: Student Records (See below for help)</p> <ul style="list-style-type: none"> -Share student achievement and current progress. 	<p>DUE: Mar 14 completed by the family and Section 5 by family or school representative</p>
Sections 1-5	<p>DUE: Mar 14 Submitted by student family</p>
<p>Section 6: Teacher Recommendation</p> <ul style="list-style-type: none"> -Tell us about the student and how s/he will benefit from participation in Breakthrough Cincinnati. 	<p>DUE: Mar 21 Online submission submitted by teacher</p>
<p>Post-submission Interview</p> <ul style="list-style-type: none"> -BTC staff will meet with potential students to learn if the program is a good fit. 	<p>Mar 31-Apr 11 Scheduled after review</p>

Online Application Links

ENGLISH APPLICATION: <https://breakthrough.tfaforms.net/306784>

ENGLISH AND SPANISH APPLICATION: <https://breakthrough.tfaforms.net/306785>

RESUME A PREVIOUS STARTED ENGLISH APP: <https://breakthrough.tfaforms.net/forms/resume/306784>

RESUME A PREVIOUS STARTED SPANISH APP: <https://breakthrough.tfaforms.net/forms/resume/306785>

Start the online application with a parent or general email address and a password to remember. Try completing some of the application each day. Remember to SAVE your progress.
It is recommended to take 2-3 days to thoroughly complete and review your submission.

Completing the Application

Sections 1-4 are mostly fill in the blanks and short responses to be filled out online. Be honest in your responses and try to give as much detail you can to express who you are and why this opportunity is important to you. There isn't a "right" answer, it's about sharing your personality and goals.

Here is some additional information to help you complete Sections 5 and 6 and instructions on how to submit your application.

Section 5: Student Records

For student families who do not have access to school records online:

1. Fill in the **Release of Records** form.
 - a. This is on our website: www.breakthroughcincinnati.org/releaseofstudentrecords
2. Share the form with your student's school administrative office. The staff at the school can help you gather the documents you will need:
 - a. 2023-24 report card to date
 - b. Documentation that shows attendance record for 2023-24 school year
 - c. Most recent standardized (OST) test scores (ELA and MA)
3. Upload these documents to the **Release of Records** submission upload. a. This is on our website: www.breakthroughcincinnati.org/releaseofstudentrecords

For student families who do have access to school records online:

1. Gather the following information from your school's Student Information System (SIS): (eg. PowerSchool, [Focus](#), Naviance, Progress Book). You can save documents as PDFs or .jpgs and upload them. (See below for more info.)
 - 2024-25 report card to date with attendance record
 - Most recent standardized (OST) test scores (ELA and MA)

If you need assistance with SIS (eg. PowerSchool, Focus, Naviance, or Progress Book) you can visit your school's website, or call them from 7 a.m.- 5 p.m. Monday-Friday, during days when school is in session. BELOW IS A GUIDE TO GATHERING DOCUMENTS IN SIS (eg. PowerSchool, Focus, Naviance, or Progress Book). If you do not feel comfortable with SIS (eg. PowerSchool, Focus, Naviance, or Progress Book), you can follow the same instructions above for a student without access to online records.
2. Log in to SIS (eg. PowerSchool, [Focus](#), Naviance, or Progress Book) to view your student's Grades and Attendance.
 - For the 2024-25 full year report card:
 - In the Navigation Sidebar on the left hand side of the screen:
 - Select Grade History.
 - Select 24-25 Tab.
 - Choose the Printer Icon on the top Right to print or create a PDF of the 2024-25 report card.
 - For the 2024-25 report card to date and Attendance record:
 - In the Navigation Sidebar on the left hand side of the screen:
 - Select Grades and Attendance.
 - Choose the Printer Icon on the top Right to print or create a PDF of the current Report Card and Attendance Record.
 - For the test scores:
 - In the Navigation Sidebar on the left hand side of the screen:
 - Select Test Scores.
 - Select two of the most recent test scores.
 - Choose the Printer Icon on the top Right to print of create a PDF of each of the Standardized Test Score results.
3. Submit all documents with your completed application packet.

Section 6: Teacher Recommendation

Select a Math or ELA teacher who you think will provide an accurate description of your student and who will share the story of how Breakthrough could be instrumental in your student's success. Share their email in the online student application. Breakthrough will contact them directly to request their recommendation.

**** REMINDER,** Teacher Recommendations are submitted electronically by the teacher. Have your student share his/her request with the teacher whom they wish to refer them to our program. Also, check back with the teacher to confirm they submitted a recommendation before March 22.

Part Four: Tips for Applying

- Read through the Student Questions in this guide and draft your responses in a document before going to the online application.
- Have a parent email or a general email address to use for the application.
 - This address will be used to communicate your application progress and final decision.
- Know your ELA or Math recommending teacher's full name and email address.
- Know your Pre-Taxed Income
- Do your best! Share who you are.
- Questions? Come to a Q&A session (dates on our website) or just reach out.
- How does BTC process applications?
 - 1) Online application (w/ or w/o student records)--Email notification of application submission.
 - 2) Submission of student records through website link—Email notification of records submission.
 - 3) Teacher Recommendation
 - 4) COMPLETED APPLICATION--Email notification of review in progress.
- Applications are reviewed March 23-29
- Interviews are requested Mar 25-Apr 10
- Decisions are sent April 15
- New student orientations April 26- May 2