Dear Applicant:
Enclosed is an application form for BioScience Academy. Completing and submitting this form is just one step of the application process. Please read this document carefully and follow all instructions.

**Description** BioScience Academy is a two semester, tuition supported program. Students receive biotechnology lab skills training, 12 BU credits and a Certificate in Applied Biotechnology. In the fall, classes meet Mon – Thurs, 9am – 3pm. In the spring, students participate in a full time internship and take one evening course. Classes are held at the BU Medical Campus in the South End. The certificate qualifies graduates for jobs in a biotech company, hospital or research lab. Assistance with job search is provided.

**Eligibility**
To be considered for BioScience Academy, you must:
- be unemployed or underemployed
- be a resident of Metro Boston, or a dislocated worker from a Metro Boston employer (for a list of towns and cities, visit [http://www.scilsinitiative.org/](http://www.scilsinitiative.org/))
- have an education in science, engineering, technology or math (STEM): AS degree, BS preferred
- have two years STEM work experience
- be a US citizen or a permanent resident
- earn a passing score on math entrance test

**Application Steps**
1) Attend an Information Session (highly recommended) or visit website
2) Download a math review booklet for test preparation from website
3) Take the math entrance test
4) Submit a completed application (download form from website)
5) Interview with staff (after passing math test). An English assessment will be conducted during the interview. Applicants will be asked to bring verification of unemployment or pay stubs and, verification of authorization to work in USA
6) Individuals accepted into the program will be required to complete / submit additional paperwork including, but not limited to vaccination records (details will be provided to accepted students) and scholarship and/or financial aid forms

**Application Checklist**
- Completed application form
- Resume
- Typed Essay (1-2 pages), to include an explanation of why BioScience Academy interests you and how you envision this program leveraging your educational and professional background.
- Two professional recommendations (forms are attached to application) from a college science instructor or a work supervisor/manager. *We do not accept* recommendations from friends, acquaintances, family or co-workers.
- Official transcripts from all institutions of higher education that you have attended. Foreign transcripts need to be translated by one of the following: World Education Services ([www.wes.org](http://www.wes.org)) or Educational Credential Evaluators ([www.ece.org](http://www.ece.org))

**The application deadline is 3:00 pm on Wednesday, July 10, 2013**

*Please keep this page for your records.*

BioScience Academy is part of the SCILS Initiative and is funded by a $5 million H1B Technical Skills Training grant from the Employment and Training Administration of the U.S. Dept. of Labor—Equal Opportunity Program—Auxiliary Aids and Services Available Upon Request for Individuals with Disabilities
1. Personal Information
First Name _________________________________ Last Name _____________________________

Last 4 digits of Social Security # ________    ☐ I do not have a SS#

Date of Birth ____/____/________     Gender    ☐ Male  ☐ Female

Email Address ____________________________________________________________________________________

Home Phone ___________________________________ Cell Phone _________________________________________

Home Address ____________________________________________ Apt No. _________________

City _____________________________ State _____________________________ Zip __________________

If male, are you registered for selective service? ☐ Yes    ☐ No

Are you an eligible veteran or an eligible veteran’s spouse? ☐ Yes ☐ No

2. Current Job Status
☐ Unemployed      Last Date of Employment   ____/____/________

☐ Employed ___Full-time     ___Part-time   ___total hours worked/week     $_____salary/ hour

3. Visa Status
☐ U.S. Citizen

☐ Non- U.S. Citizen    →Country of Citizenship: ________________________________

☐ Permanent Resident

☐ Non-Resident → Type of Visa ___________________________ Expiration Date _______________

☐ Authorization to work in USA__________________________ Expiration Date _______________

4. Country of Origin

Country of Birth ________________________________

If you come from another country, how long have you lived in the U.S.? ___________________________
5. In Case of Emergency, Person to Contact

First Name ______________________________ Last Name _____________________________
Relationship to applicant______________________________ Telephone   ________________

6. Educational Background

Highest level of education achieved  □ Associates  □ Bachelors  □ Masters  □ other__________

College #1 Name: ____________________________________________
City: __________________________ State: ________ Zip Code: __________ Country: _______________________

☐ 2 Yrs  ☐ 4 Yrs  ☐ Certificate program  ☐ Other  ________ Year started: ________ Year completed/graduated

Degree received:  □ None  □ Associates  □ Bachelors  □ Masters  □ Other (explain)________________________
                Engineering____ Math___ Computer Technology___ Other technology_______________
                Science: Physics ___ Chemistry___ Biology____ Other science_____________________
                Other degree (describe)_____________________________________________________

College #2 Name: ____________________________________________
City: __________________________ State: ________ Zip Code: __________ Country: _______________________

☐ 2 Yrs  ☐ 4 Yrs  ☐ Certificate program  ☐ Other  ________ Year started: ________ Year completed/graduated

Degree received:  □ None  □ Associates  □ Bachelors  □ Masters  □ Other (explain)________________________
                Engineering____ Math___ Computer Technology___ Other technology_______________
                Science: Physics ___ Chemistry___ Biology____ Other science_____________________
                Other degree (describe)_____________________________________________________

Other higher education institution

__________________________  ________________________  __________________________
Name                        Degree                      Year of completion

Other Programs/Trainings/Certifications:__________________________________________________________

Name: ____________________________________________
City: __________________________ State: ________ Zip Code: __________ Country: _______________________

_____ Year started: ________ Year completed  ________ Credential received (diploma, certificate, etc)

Are you interested in pursuing a bachelor’s degree in bioscience at BU?  □ Yes  □ No
7. Employment History   You must complete this section even if the information is also on your resume.

Start with your most recent job

1. Employer: ___________________________________________   Job Title: ___________________________
   City: _______________________  State: ________  Country: ___________________________
   □ Full-time  □ Part-time   Dates of employment:     from _____/_______   to _____/_______
   Main responsibilities: ______________________________________________________________________________
   If no longer there, please state your reason for leaving: ____________________________________________________

2. Employer: ________________________________________  Job Title: ___________________________
   City: _______________________  State: ________  Zip Code: __________ Country: ___________________________
   □ Full-time  □ Part-time   Dates of employment:     from _____/_______   to _____/_______
   Main responsibilities: ______________________________________________________________________________
   If no longer there, please state your reason for leaving: ____________________________________________________

3. Employer: ________________________________________  Job Title: ___________________________
   City: _______________________  State: ________  Zip Code: __________ Country: ___________________________
   □ Full-time  □ Part-time   Dates of employment:     from _____/_______   to _____/_______
   Main responsibilities: ______________________________________________________________________________
   If no longer there, please state your reason for leaving: ____________________________________________________

8. Income Information  (for reporting purposes only)

a) What is your current income? 
   □ $15, 000 - $20, 000   □ $20, 000 - $25, 000   □ $25, 000 - $30, 000   □ $30, 000 - $35, 000
   □ $35, 000 - $40, 000   □ No income   □ Other (please specify) _____________________

b) Number of people in your household (including yourself) ___________.

c) What is your household income?
   □ $15, 000 - $20, 000   □ $20, 000 - $25, 000   □ $25, 000 - $30, 000   □ $30, 000 - $35, 000
   □ $35, 000 - $40, 000   □ No income   □ Other (please specify) _____________________
9. How Did You Hear About BioScience Academy?

☐ Friend/Relative  ☐ Website/Internet  ☐ Career Center  ☐ Newspaper/Flyer
☐ Career Fair  ☐ Boston PIC  ☐ Recruiter
☐ Hospital/Medical Center  ☐ Other _______________________________

10. Demographics (for reporting purposes only)

Is English your primary language?  ☐ Yes  ☐ No  If no, what is? _______________________________

Ethnicity

☐ Hispanic or Latino
☐ Not Hispanic or Latino

Race

☐ American Indian or Alaskan Native  ☐ Black or African American
☐ Asian  ☐ Native Hawaiian or Other Pacific Islander
☐ White  ☐ More than one race

APPLICATION PROCESS CHECKLIST

Math Entrance Testing: Please check one of the following:

☐ I have signed up for the math entrance test
☐ I have taken the math entrance test

If you have not yet signed up for the test, go to bu.edu/BioSci and click on Math Test Dates to access the sign-up form. Tests are scheduled once or twice monthly in the spring and early summer.

Application Materials:

☐ I certify that all information stated on this application is accurate.
☐ I have reviewed the check list below and certify that the application is complete.

Check list:

☐ application form  ☐ resume
☐ essay  ☐ two professional recommendations
☐ Official transcripts from all institutions of higher education that you have attended.
Foreign transcripts need to be translated by one of the following:
World Education Services (www.wes.org) or Educational Credential Evaluators (www.ece.org)

PRINT NAME: ______________________________________________________________________________

SIGNATURE: ______________________________________________________________________________

TODAY’S DATE: ______________________________________________________________________________

Before mailing! PLEASE STAPLE together the pages of your application- in correct order - with your essay

Mail (do not email) completed application to:
BioScience Academy
Boston University School of Medicine
801 Albany St. S-4
Boston, MA 02119
Boston University School of Medicine
BioScience Academy Applicant Recommendation

The applicant below is applying to BioScience Academy, a two-semester intensive academic and biotechnology laboratory skills training program.

Name of applicant: __________________________________________________________

Name of Evaluator: __________________________________________________________

Relationship to applicant: _________________________________________________

Your Institution: _________________________________________________________________

Address: (Street)__________________________________________________ Apt #_______

(City)__________________________________________State_________(Zip)_______________

Work telephone: ___________________________Cell phone:_____________________________

Email:__________________________________________________________________________

How long have you known the applicant? _______________________________________

Please rate the applicant on the characteristics listed below.

(E) excellent    (G) good    (F) fair     (D) doubtful    (P) poor   (N) no basis for judgment

Dependable _________    Responsible _________

Team player _________    Independent _________

Focused _________     Self- Motivated _________

Determined _________

Skills

Critical Thinking _________    Troubleshooting _________

Technical _________    Laboratory _________

Please write on the back of this page a brief statement about the applicant’s potential to succeed in BioScience Academy and in a technical job. Please include your assessment of the applicant’s major strengths & weaknesses.

______________________________________________________ _______________

Your signature      Date

Please mail, fax or email to:
BioScience Academy
Boston University School of Medicine
801 Albany St.  S-4  Boston, MA 02119

Tel. (617) 638-6363       Fax (617) 638-5621      Email: biosci@bu.edu
Boston University School of Medicine
BioScience Academy Applicant Recommendation

The applicant below is applying to BioScience Academy, a two-semester intensive academic and biotechnology laboratory skills training program.

Name of applicant: _______________________________________________________

Name of Evaluator: ________________________________________________________

Relationship to applicant: _________________________________________________

Your Institution: ___________________________________________________________

Address: (Street) ____________________________________________ Apt #_____
(City) __________________________________________________________________ State _______ (Zip) _______________

Work telephone: _______________________ Cell phone: _______________________

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__________________________________________________________
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