

FOR RUSH HENRIETTA HOMESCHOOL & PRIVATE SCHOOL FAMILIES:

Please call the Rush-Henrietta SHS Counseling Center @ 359-5221 for registration details and additional requirements

**STEP 1: COMPLETE & SUBMIT RUSH HENRIETTA'S U of R PRE-COLLEGE PROGRAMS APPLICATION FORMS**

The REQUIRED forms needed for completing a U of R PreCollege Programs application are available on Rush Henrietta's website:

[www.rhnet.org](http://www.rhnet.org) > College&Careers > Tuition Free – U of R

- After the student has ELECTRONICALLY completed the REQUIRED forms (ensuring *The Rush Henrietta SHS College Program Tuition Waiver* has been completed for ALL courses for which the student is applying), **the student will need to EMAIL ALL completed forms**

TO: Your RH Counselor, CC'ing in Carolyn Simonelli ([csimonelli@rhnet.org](mailto:csimonelli@rhnet.org))

**\*IMPORTANT: You must first "Save As" the PDF Fillable Forms PRIOR to completing; after saving, open & complete, then click "Save" – if you do not do this, the information that you type will not be saved.**

- After the Counselor has reviewed the student's submitted forms verifying all fields were fully completed electronically by the student, they will then ELECTRONICALLY sign off on *The Rush Henrietta SHS College Program Tuition Waiver* (**allowing at least 2 school days for processing**) and email the completed forms with a copy of the student's Rush Henrietta Transcript

TO: U of R Pre-College Programs Department ([precollege@rochester.edu](mailto:precollege@rochester.edu)),

CC'ing in Student & Carolyn Simonelli ([csimonelli@rhnet.org](mailto:csimonelli@rhnet.org))

**\* IMPORTANT: STUDENTS are responsible for completing all required parts of their Online Application and for confirming the status of their application**

**PLEASE NOTE –**

- Students may take 1 course their first experience (Rochester Scholars & Credit Courses are 2 separate programs, so having participated in a Rochester Scholars program does NOT count as having taken a course previously); thereafter, students may apply for up to 2 courses each semester as long as the requirements are met, which are listed within the *RHSHS College Program Tuition Waiver* AND/OR the student did NOT receive a grade of "F" or "W". If a student registers for a course prior to receiving their previous semester's final grade and s/he receives an "F" or a "W", enrollment will be cancelled.
- If graduating, start date of a summer class must be BEFORE the date of Rush-Henrietta's graduation  
If a rising junior, start date of a summer class must be AFTER the date of Rush-Henrietta's graduation

**STEP 2: ACCESS U of R PRE-COLLEGE ONLINE ACCOUNT**

- Go to <http://enrollment.rochester.edu/precollege/>
- Click on "Apply Now" in the upper, right-hand corner
- Click either "Log In" for Returning Users - or – "Create an Account" for first-time users

**STEP 3: COMPLETE U of R PRE-COLLEGE ONLINE APPLICATION**

Select the *Term & Year* you are applying for, then select *PreCollege Programs* and click *Open Application...*

➤ **STUDENT INFORMATION**

- Complete all required fields with YOUR information

➤ **PARENT / GUARDIAN INFORMATION**

- Complete all required fields with your PARENT information, ensuring THEIR contact info is what's entered

➤ **FINANCIAL ASSISTANCE**

- Select "Yes" for "Have you been given an application fee waiver?"
- Enter **URRH** when prompted to "Please enter your Fee Waiver code"
- Select "Rush-Henrietta" under "Is the student part of one of the organizations listed below?"

**\* IMPORTANT: Ensure that your Parent / Guardian completes the "Parent / Guardian Permissions Form" that will be emailed to their email address provided above, as if this is not received despite submitting your application it will NOT be submitted for review**

## ADDITIONAL INFORMATION

- Complete all required fields

### ➤ COURSES

AFTER reviewing courses and determining your selection(s):

- Select your choices from the drop-down under "Please choose the Program & Term / Session you are applying for"
- For Credit Course(s) type in Course Title, Course Code & # of Credits

### ➤ ESSAY / STATEMENT

\* You may type your Essays ahead of time and copy/paste it in the field of the application

#### REQUIRED FOR BOTH CREDIT COURSE & ROCHESTER SCHOLAR APPLICANTS – *Meliora! is our University's motto, meaning "Ever Better"*

- *At the University of Rochester, we are always looking for ways to improve ourselves, others, and continued learning. With the course(s) you have selected/applied to, please share how you will use the knowledge from what you learn to make your world "ever better". In your statement please describe your passion for the subject matter, your motivation for enrolling and what you hope to gain from this experience." (500-word limit)*

#### REQUIRED FOR CREDIT COURSE APPLICANTS - *Academic Experience Statement*

- *As a small, private research university, Rochester is a diverse community made up of students, staff, and faculty with varied backgrounds, academic interests, and hailing from many geographic locations. Drawing on your life experiences, personal perspectives, and academic interests, share what you would bring to the community as a participant in the Pre-College Programs (200-word MAXIMUM)*

**PLEASE NOTE - The Essay & Statement are required for FIRST-TIME Credit Course applicants only;  
If you are a returning Credit Course applicant, please type "Returning Rush Henrietta Credit Course Applicant"  
For Rochester Scholar applicants, NEW essay submissions are required each calendar year**

### ➤ TRANSCRIPT

- Select "Rush-Henrietta Senior HS" under "Institution"
- Enter your RH Counselor's Name & Email

**PLEASE NOTE - While the above are required fields, your RH Transcript will have already been emailed by your Counselor along with your completed Registration paperwork**

### ➤ RECOMMENDATIONS

- ALL applicants must obtain a Letter of Recommendation (LOR) from a School Official (teacher, counselor, etc.) or community leader (church, local organization, etc.)
  - Recommender should be relative to your chosen Field of Course Study
  - Recommender may NOT be related to the applicant
  - Recommender will receive directions via email to submit LOR through U of R's Applications Portal after you enter their information

**PLEASE NOTE - A Letter of Recommendation is required for FIRST TIME Credit Course applicants only;  
If you are a returning Credit Course applicant, TYPE "Returning Rush Henrietta Credit Course Applicant" in all fields,  
using [precollege@rochester.edu](mailto:precollege@rochester.edu) in the required Recommender Email Field  
For Rochester Scholar applicants, a NEW Letter of Recommendation is required each calendar year**

### ➤ SIGNATURE

- Type YOUR full, legal name and click "Confirm"

### ➤ REVIEW

- Once you submit your online application, you will NOT be able to make any changes
- After submitting your online application, you may Log In and view your status at any time

For general questions regarding your U of R status, email [precollege@rochester.edu](mailto:precollege@rochester.edu)