

SCMCHS Application Instructions

[Due April 25, 2025, by 2pm](#)

Please review instructions completely

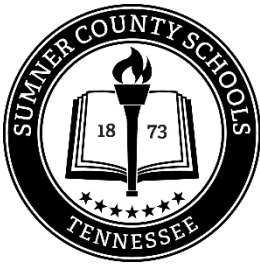
Thank you for your interest in the Sumner County Middle College High School at Volunteer State Community College.

The following items are needed to complete your application process - ***these can be submitted by the student:***

- **Application in full (to be completed by the student).** *Completely answer each question. If you choose to leave questions blank, it will delay or prevent the application to be reviewed towards acceptance into the program.*
- **Submit the Notarized Financial Agreement.** *This form must be signed by a parent or legal guardian in front of a Notary Public and the original form turned into the Middle College office. A copy of this form is not acceptable for consideration into the program and will not complete your student file.*
- **An official high school transcript obtained from your guidance counselor.**
- **A typed essay of at least 150 words stating why you want to attend Middle College High School and how this will impact your future goals.**
Students must type and physically sign the essay.
- **ACT scores.**
- **Effective Fall 2026: Student must have taken Algebra I, Geometry, and Algebra II before coming to Middle College.**

The following items must be sent **by the student's counselor:**

- **Administrator/Counselor recommendation form.**
*The student must sign the form **before** submitting to their teacher. Failure to sign the form will result in a delay or prevent the application to be reviewed towards acceptance into the program.*
- **Teacher Recommendation form.**
*The student must sign the form **before** submitting to their teacher. Failure to sign the form will result in a delay or prevent the application to be reviewed towards acceptance into the program.*



SCMCHS Application

Due April 25, 2025, by 2pm

Please print legibly in blue or black ink (to be completed by student)

Fill out completely; DO NOT LEAVE ANYTHING BLANK

Student Information

Fall _____

Year _____

Preferred Name _____

Student _____

Last _____

First Name _____

Middle Name(s) _____

Suffix (ex: Jr, II, III) _____

Address _____ City _____ State _____ Zip _____

Current School _____ Current Grade _____ 10th _____ 11th _____

Age _____ Date of Birth ____/____/____ Social Security # _____ Male ____ Female ____

Required for application to be accepted

Check all that apply:

Race/Ethnicity: White American Indian Asian Black/African American Pacific Islander/Native Hawaiian
Hispanic/Latino Other

Home phone _____ Cell Phone _____

E-mail Address _____

Parent(s)/Guardian(s)

Mother's Name _____ Home Phone _____

Same Residence as Student: Yes No Relationship to Student (if not parent) _____

Cell Phone _____ Work Phone _____

E-mail Address _____

Father's Name _____ Home Phone _____

Same Residence as Student: Yes No Relationship to Student (if not parent) _____

Cell Phone _____ Work Phone _____

E-mail Address _____

Academic Information

How many credits have you earned toward graduation? _____

What is your overall GPA? _____ **What was your last semester's GPA?** _____

Are you in good standing at your present high school? ____ **Please explain any unusual circumstances.**

What is your current schedule?

Do you have any ISS or OSS offenses and have you attended R. T. Fisher Alternative High School? Please explain circumstances and provide dates. Please use the back if you need more room.

(This is required)

If you are selected to attend Middle College High School, you will be responsible for your own transportation. How do you plan to get to and from Volunteer State? What is your backup plan?

(This is required)

Please answer the following questions: **(circle answer)**

- | | | | | | |
|---|-----|----|----------|-----|----|
| 1. Did either of your parents graduate from high school? | Yes | No | College? | Yes | No |
| 2. Is anyone in your immediate family serving or has served in the military? | Yes | No | | | |
| 3. Is any other language other than English spoken in your home? | Yes | No | | | |
| 4. Have you ever considered dropping out of school? | Yes | No | | | |
| 5. Do you feel a lack of belonging at your current school? | Yes | No | | | |
| 6. Do you have mental health issues, such as depression, suicidal thoughts, anxiety, panic attacks, etc.? | Yes | No | | | |
| 7. If you answered yes on questions 3-6, please explain below: | | | | | |

8. Is your parent/guardian employed as one of the following: **(check if yes)**

- | | | | |
|-------------------------|--------------------------|---|--------------------------|
| State Employee | <input type="checkbox"/> | Vol State Employee | <input type="checkbox"/> |
| Retired State Employee | <input type="checkbox"/> | Licensed Public School Teacher | <input type="checkbox"/> |
| Deceased State Employee | <input type="checkbox"/> | Public High School Technology Coordinator | <input type="checkbox"/> |

Write an essay of at least 150 words stating why you want to attend Middle College High School and how this will impact your future goals. Please attach your essay. **This must be written, typed, and signed by the student who is applying to MCHS.**

Send your ACT scores to the address below as soon as you receive notification. Please send a picture of the "View Your Scores" sheet on a desktop computer, from ACT with your first and last name showing and ACT scores showing on the page. Each test date and scores must be listed by test date, no superscores. Email scores to middle.college@sumnerschool.org.

Attach a current transcript which you can obtain from your high school counselor, your typed essay and the Notarized Financial Agreement form **(no copies)** to this application and take or mail to :

Middle College High School
1480 Nashville Pike, Wood Campus Center, Suite 309
Gallatin, TN 37066

DEADLINE April 25, 2025, by 2pm

Student Name _____ (please print)



Sumner County Middle College High School

Notarized Financial Agreement

All financial obligations for college tuition, fees and textbooks for each college course taken will be assumed by the Sumner County School System. However, any debt acquired by the student for fines becomes the responsibility of the individual who acquired the debt. This includes parking tickets and library fines.

Students who fail to post a final letter grade of C or higher in any college course on their VSCC college transcript (not including the five percentage points added for Dual Enrollment courses on the high school transcript), receives an incomplete, or who leave* before the end of the semester are required to reimburse Sumner County Schools for the full costs of the course including books, online materials, and labs. The debt must be paid prior to the student being permitted to enroll in additional college courses. In addition, an unpaid debt will result in the student's return to his/her zoned school. If the debt is not paid in full, the student will not be able to participate in graduation nor will his/her transcript be released.

I understand that even if my child turns 18 while enrolled at Middle College High School, I am still responsible for any financial obligations incurred by my student.

By signing below, you acknowledge your understanding and agreement of this policy.

_____	_____	_____
Parent/Guardian's Signature	Parent/Guardian Name (print)	Date

Acknowledgment of Individual

STATE OF TENNESSEE

COUNTY OF _____

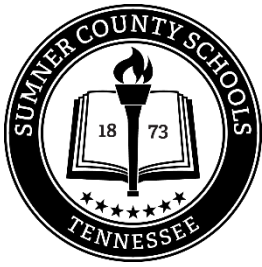
On this _____ day of _____, 20_____, before me personally appeared _____, to me known to be the person (or persons) described in and who executed the foregoing instrument and acknowledged that such person (or persons) executed the same as such person (or person's) free act and deed.

Notary Public: _____

Printed Name: _____

Commission Expires: _____

*This includes moving out of Sumner County or being asked to leave by VSCC.



Counselor Name _____ High School _____

Student Name _____ (Please Print) Date of Birth ____/____/____

M _____ F _____ Grade _____

I have applied for admission to the Middle College High School program at Volunteer State and have been asked to provide a counselor and principal reference.

Student's Signature _____ *(to be signed before submitting to counselor)*

Counselor, all information will be kept confidential. Please complete the sections below and have your principal sign. Please send to the Middle College High School by courier no later than **April 25, 2025**. You will be receiving teacher recommendations on this student also. Please send those by courier to the Sumner County Middle College High School at VSCC. Thank you for your help.

How long have you known the applicant? _____

Please check the qualities that best describe the applicant:

- | | |
|--|--|
| <input type="checkbox"/> bright/intelligent | <input type="checkbox"/> capable of performing at a higher level |
| <input type="checkbox"/> seeks academic challenges | <input type="checkbox"/> desires more freedom or independence |
| <input type="checkbox"/> shows leadership abilities | <input type="checkbox"/> eager to join the "adult world" |
| <input type="checkbox"/> consistent in academic effort | <input type="checkbox"/> good conduct |
| <input type="checkbox"/> organized time management | <input type="checkbox"/> shows interest in learning |
| <input type="checkbox"/> mature | <input type="checkbox"/> responsible |
| <input type="checkbox"/> works independently | <input type="checkbox"/> punctual |

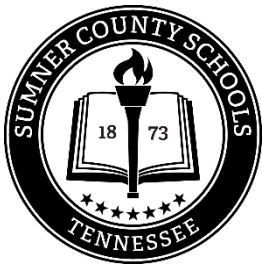
Please evaluate the student's current overall performance in each category:

- | | | | | | |
|--|------------------------------------|-------------------------------|-------------------------------|-------------------------------|---------------------------------------|
| Attendance (include tardies): | <input type="checkbox"/> excellent | <input type="checkbox"/> good | <input type="checkbox"/> fair | <input type="checkbox"/> poor | <input type="checkbox"/> inconsistent |
| Discipline/Work Ethic | <input type="checkbox"/> excellent | <input type="checkbox"/> good | <input type="checkbox"/> fair | <input type="checkbox"/> poor | <input type="checkbox"/> inconsistent |
| Potential success in college/ motivated, self-starter: | <input type="checkbox"/> excellent | <input type="checkbox"/> good | <input type="checkbox"/> fair | <input type="checkbox"/> poor | <input type="checkbox"/> inconsistent |

Counselor Signature _____ **Date** _____

Principal Signature _____ **Date** _____

Please use the back of the sheet for additional comments.



Teacher Name _____ High School _____

Student Name _____ (Please Print) Date of Birth ___/___/___

M _____ F _____ Grade _____

I have applied for admission to the Middle College High School program at Volunteer State and have been asked to provide a teacher reference.

Student's Signature _____ (to be signed before submitting to counselor)

Teacher, all information will be kept confidential. Please complete the sections below and return it to the high school counselor's office at your school before April 25, 2025.

How long have you known the applicant? _____

Please check the qualities that best describe the applicant:

- _____ bright/intelligent
_____ demonstrates strong artistic abilities
_____ desires more freedom or independence
_____ shows leadership abilities
_____ consistent in academic effort
_____ organized time management
_____ mature
_____ works independently
_____ capable of performing at a higher level
_____ seeks academic challenges
_____ participates in class discussions
_____ eager to join the "adult world"
_____ good conduct
_____ shows interest in learning
_____ responsible
_____ punctual

Please evaluate the student's current overall performance in each category:

- Attendance (include tardies): ___ excellent ___ good ___ fair ___ poor ___ inconsistent
Classroom Attitude: ___ excellent ___ good ___ fair ___ poor ___ inconsistent
Class Work: ___ excellent ___ good ___ fair ___ poor ___ inconsistent
Discipline/Work Ethic: ___ excellent ___ good ___ fair ___ poor ___ inconsistent
Ability to meet a deadline: ___ excellent ___ good ___ fair ___ poor ___ inconsistent
Potential success in college/ motivated, self-starter: ___ excellent ___ good ___ fair ___ poor ___ inconsistent

Teacher Signature _____ Date _____

Please use the back of the sheet for additional comments.