



# Tuition-Free Community College/Boston Bridge

## Applicant Authorization and Consent Form

The Mayor’s Office of Workforce Development (OWD) requests your permission to collect and use information about you/your child’s eligibility, participation and performance in the Tuition-Free Community College and/or Boston Bridge Programs for program improvement and to evaluate program impacts. OWD uses this information to examine the influence of these programs on achievement and workforce outcomes. This information will help OWD improve its programs in order to have an even greater impact on the students served.

### **Data Collected Directly by OWD**

Information about you/your child will be collected directly by OWD or by evaluators/researchers contracted by OWD. The following information will be used for program evaluation:

- Information about your/your child’s background obtained through the TFCC/Boston Bridge enrollment form.
- Information collected by OWD about you/your child’s experience in TFCC/Boston Bridge programs such as interview data or survey responses.

### **Data Obtained by External Sources**

By providing consent, electronic data, records, and/or documentation about you/your child will be shared with OWD by your/your child’s high school/GED/HiSET program, school district, community college and/or four year college/university, state departments of education, National Student Clearinghouse (a national database of students’ college enrollment and completion data), Success Boston partner organizations, and the Massachusetts Division of Unemployment Assistance. The information collected describes you/your child’s demographics, residency, financial information (including: Pell eligibility, household income), school enrollment, attendance, program participation, academic performance (including: grades, GPA, and state test scores) in high school (prior to enrollment in the programs), and outcomes within the program (including: enrollment, persistence, college placement testing, GPA, and graduation) and information about you/your child’s employment.

### **How the Information is Used:**

The only persons authorized to access you/your child’s information will be trained OWD staff, contractors, and/or trusted partner organizations that have agreed in writing to maintain the confidentiality of student information as required by Family Educational Rights and Privacy Act (FERPA). OWD may use or disclose information in the aggregate form to further the purpose discussed above. However, no information about you or your child will be identifiable through information provided in any report or public document.

By signing below you understand that submitting a TFCC/Boston Bridge application does not guarantee me/my child funds or enrollment in the programs. I confirm that to my knowledge, the information provided in the Boston Tuition-Free Community College/Boston Bridge application is accurate and my/child’s data can be used for eligibility in the program and for program improvement.

**Signatures:** *(If you are not 18 years old or older at the time you submit this form, please have your parent/guardian sign below.)*

Applicant’s Full Name: (Printed as it appears on high school transcript or credential)

Applicant’s Signature or Parent/Guardian Signature: (if a Parent/Guardian is signing include his/her printed full name)

Date: \_\_\_\_\_

Applicant Contact Information: Email: \_\_\_\_\_ Phone: \_\_\_\_\_

*Please note that this form is only one section of the TFCC application, please refer to the link below for the full application and to upload your form through the required application process: <http://bit.ly/tuitionfree-boston>*

*Applicant Authorization and Consent Form Updated: October 2019*