



APPLICATION CHECKLIST

COP 2023 Summer Program

Online application must be submitted by December 9, 2022.

All supporting documents below must be submitted to COP's Dropbox by December 16, 2022.

Applicant Name:			
Contact Phone:		Contact Email:	

SUPPORTING DOCUMENTS	Applicant Submission	Third Party Submission <small>(e.g. counselor)</small>
1. This Application Checklist		
2. Signed Agreement & Certification Form		
3. Copy of your 2023-2024 Student Aid Report (SAR) <small>Your Student Aid Report is a summary of the information you submitted in your Free Application for Federal Student Aid (FAFSA), and indicates your official Expected Family Contribution (EFC).</small>		
4. Recommendation Form from College Preparatory Course Instructor		
5. Recommendation Form from College & Career or Grade Level Counselor		
6. Official copy of high school transcript including any assessment scores <small>(e.g. Smarter Balanced Assessment, Pre-ACT)</small>		
7. Senior first quarter grades		
8. ACT or SAT scores (optional) <small>A copy of your scores are acceptable and/or scores reported on high school transcript</small>		
9. College Transcripts (if applicable)		
10. Other:		

- All documents must be uploaded to COP's Dropbox, clearly identified, and submitted in pdf file format. COP will not accept any application, or part thereof, that is mailed, emailed or faxed. If any item is missing, the application will be deemed incomplete and not processed.
- Before submitting any documents, rename the file in the following format:
Applicant Last Name_First Name_Document Name
- The Dropbox URL link can be found on the online application or your application confirmation email. You can find detailed instructions on how to upload your supporting documents on our website at www.hawaii.edu/cop.
- It is the applicant's responsibility to ensure that the application checklist is complete and all supporting documents are submitted by the deadline date.