



## Application Walk-Through

1. From ITA's Apply webpage, click the apply button to be taken to the application system.
2. Begin by clicking 'Sign In' at the top, right side of the screen.
3. Once signed in, click 'Apply' on the ITA program page.
4. Select the year you wish to begin the ITA program.

When do you want to start?

2023

Select

### APPLICATION TIPS:

- ▽ *By clicking the 'Save' button at the top-right, you may save your application at any point and return later to complete and submit. (Once the application is submitted, you will not be able to make changes.)*
  - ▽ *Required questions are marked with blue asterisks.*
5. Begin to fill out the ITA application questions starting with the 'Student Information' section, **ensuring you read all instructions carefully!** (Click on the 'Add' buttons below each section to add an additional name, email address, phone number, and/or address.)

### Student Information

First, enter your primary name. To add additional names, click 'Add Names'. Mark your preferred name by clicking the 'Preferred' radio button.

Name Type \*

Primary

First Name

Liliana

Middle Name

Last Name \* ⓘ

Gonzalez

Add Names

## Student Email Address

Enter at least one email address. To add additional email addresses, click 'Add Emails'. Mark your preferred email by clicking the 'Preferred' radio button. (YOUR PREFERRED EMAIL MUST BE A PRIMARY APPLICATION CONTACT ADDRESS AND BE CHECKED ON A DAILY BASIS!)

Email Type \*

Email \*

Preferred

**i** The preferred instance cannot be removed.

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Email Type \*

Email \*

Preferred

**Remove**

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## Student Phone Number

Enter at least one phone number. To add additional phone numbers, click 'Add Phones'. Mark your preferred phone by clicking the 'Preferred' radio button.

Phone Type \*

Phone \*

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## Student Address

Enter at least one address. To add additional addresses, click 'Add Addresses'. Mark your preferred address by clicking the 'Preferred' radio button.

Address Type \*

Address \*

Country \*

Address Line 1 \*

Address Line 2

City \*

State \*

Postal Code \*

County \*

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- Next, fill out the 'Student Biographical Information' section.

## Student Biographical Information

Date of Birth \*

Gender Assigned at Birth \*

Female ▼

Gender Identity \*

Female ▼

Pronouns \*

She, her ▼

Hispanic or Latino?

Yes ▼

Race (Check all that apply):

- American Indian or Alaska Native
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Hmong
- Cambodian
- Laotian
- Vietnamese
- Other Asian
- Asian

Tribal Affiliation(s), if applicable:

7. Fill out at least one Parent/Guardian's information. (Click the 'Add Relationships' button to enter a second Parent/Guardian.)

### **Parent/Guardian Relationship(s)**

Enter your primary Parent/Guardian information below.  
Then add a second Parent/Guardian, if applicable, by  
clicking the 'Add Relationships' button.

Relationship to Student \*

Mother ▼

Parent/Guardian First Name \*

Mariah

Parent/Guardian Last Name \*

Gonzalez

Parent/Guardian Address \*

Including City, State, & Zip Code

Same

Parent/Guardian Primary Phone Number \*

+1

608

4445511

Parent/Guardian Primary Email Address \*

mariah.gonzalez@test.com

Parent/Guardian Occupation

Nurse Aid

Parent/Guardian Employer

SSM Health

Parent/Guardian Highest Degree Earned \*

Associate Degree

Add Relationships

- If you are invited for a family interview and your parent or guardian require a language interpreter, please indicate the language.

### Interview

If you are invited for a family interview, will your parent/guardian require a language interpreter?

Interpretation Language

If yes, please indicate which language?

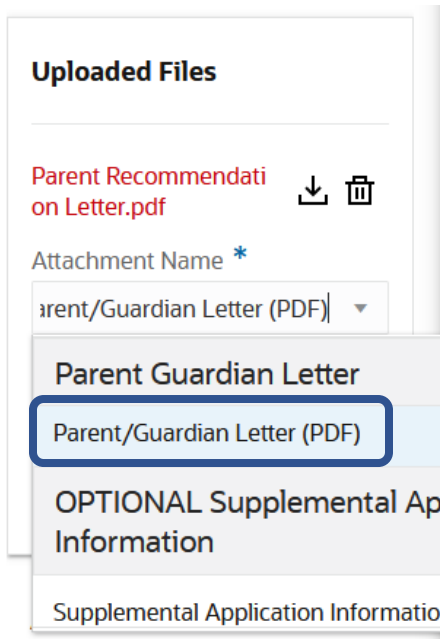
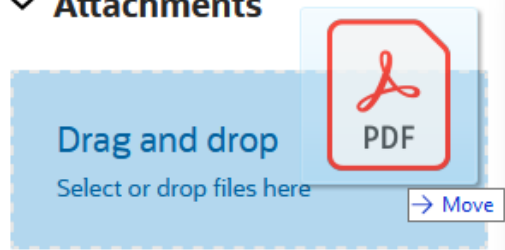
Spanish

- Upload a PDF of your Parent/Guardian Letter by scrolling to the top of the application form. Drag and drop your letter into the Attachments box and click on the 'Parent/Guardian Letter' attachment name. Carefully follow the instructions provided.

## REQUIRED Parent/Guardian Letter

Please include a letter from a parent or guardian. The letter should demonstrate understanding of the ITA program and include reasons why the parent(s)/guardian(s) would like you to participate, as well as a list of ways the parent(s)/guardian(s) will support your participation. (Parents/guardians may write their letter in any language. If the letter is dictated to someone else, please include his/her name and contact information.) Scroll to the top of this application form and drag and drop your form, in PDF format, into the box and select the 'Recommendation Form (PDF)' Attachment Name.

### Attachments



### Information T

ITA is a precollege initiative increasing enrollment of students at the University of Wisconsin-Madison. ITA programs

[Show More](#)

10. Proceed to the 'Educational Information' section. Begin typing the name of your school in the 'Current School Name' box and click on your school's name in the drop-down menu. (If your school's name does not appear, simply type in the full name of your school.)

## Educational Information

Type in the formal name of your school and click on the name from the list. (If your school name does not appear, type in your school's full name.)

Current School Name \*

Current Grade Level \*

School Counselor First Name \*

School Counselor Last Name \*

High School Expected Graduation Date \*

If not known, please enter June 1st of your graduating year. ("6/1/20\_\_")

Do you qualify for Free or Reduced Priced School Lunch?

If yes, check here.

11. Upload copies of your Grade Report Card(s) by scrolling to the top of the application form. Drag and drop the applicable report cards into the Attachments box and click on the appropriate grade level's attachment name. Carefully follow the instructions provided.

## REQUIRED Grade Report Card(s)

Please scroll to the top of this application form and attach individual Grade Reports for each grade attended. (If you do not have access to these documents in your school's online portal, contact your school counselor to have them submitted via email to ita@doit.wisc.edu.) Drag and drop your files, in PDF format, into the box and select the appropriate grade level's Attachment Name.

12. Fill in the 'Additional Information' section.

### Additional Information

Future School \*

Please enter the name of the school you will be attending next year.

Madison West High School

ITA Program Location \*

Please select the ITA program location you wish to attend.

Madison

Please list which of the following types of technology you have access to: \*

Shared Computer at Home, Own Computer, Internet Connection at Home, Own Cell Phone, Own Webpage

Shared Computer at Home, Internet, Own Ce

13. The 'Short Answer Questions' are next. Type your responses or copy and paste your answers from a separate document into the boxes provided.

### Short Answer Questions

Commitment - Short Answer #1: \*

ITA requires 100% attendance throughout your high school career, completion of projects, and participation in all areas of the program. If you are admitted into ITA, describe how you would honor this commitment with other activities you are in or plan to be involved in? (200 words max)

Test



Academic Self-Assessment - Short Answer #2: \*

Like other precollege programs, ITA's intention is to support students academically and prepare them for college. Briefly describe your academic performance at this moment in time. Please include challenges you have encountered and how you overcame and/or are in the process of overcoming them. (200 words max)

Test

Technology Related Interests - Short Answer #3: \*

ITA has a specific emphasis on technology learning including, but not limited to: Web Design, Programming, Hardware, Film and Sound, etc. Describe your experiences with technology - it can be your interests, classes you have taken, camps, workshops, etc. (200 words max)

Test

14. If you have any supplemental materials you would like to include with your application, upload those materials by scrolling to the top of the application form. Drag and drop them into the Attachments box and click on the 'Supplemental Application Information' attachment name.

### **OPTIONAL Supplemental Application Information**

Please upload any additional materials you would like the admissions committee to consider with your application. (Additional materials are NOT required.) Scroll to the top of this application form and drag and drop your information, in PDF format, into the box and select the 'Miscellaneous (PDF)' Attachment Name.

15. Fill out a Teacher or School Counselor's information who you wish to be your application recommender. Once their information is filled in, **click the 'Send Recommendation Email Request' button to send an automated email requesting their recommendation of you.** This button must be clicked prior to submitting the application.

## Teacher or School Counselor Recommendation

Fill out a Teacher or School Counselor's information who you wish to be your application recommender. It is YOUR responsibility to tell them about this required recommendation and ensure they submit the form by the application deadline. AFTER ENTERING THEIR EMAIL ADDRESS, CLICK THE 'SEND RECOMMENDATION EMAIL REQUEST' BUTTON TO SEND AN AUTOMATED EMAIL REQUESTING THEIR RECOMMENDATION. (This button must be clicked prior to submitting the application.)

Recommender First Name \*

Recommender Last Name \*

Recommender School Email Address \*

**Send Recommendation Email Request**

Relationship to Student \*

Recommender School Name \*

Recommender School Phone Number \*

16. Finally, read through the 'ITA Agreements' with your parent/guardian and check both checkboxes prior to submission!

### **Parent/Guardian:**

As the applicant's parent/guardian, I agree to the release of my child's middle school and high school records, test scores and verification of qualification for free and/or reduced lunch by their school district to the University of Wisconsin-Madison Information Technology Academy. If my child is selected, I agree to support their participation in the Information Technology Academy fully for the duration of the program. I certify that the information provided is true and acknowledge that falsification may result in dismissal from the program and/or loss of scholarship eligibility.

Parent/Guardian Agreement



### **Applicant:**

I have read the Information Technology Academy (ITA) Applicant information (available online at <http://ita.wisc.edu/apply>) and understand the program requirements. I am ready to make the commitment and continue down the path to success. I certify that the information provided in my application is true and acknowledge that falsification may result in dismissal from the program and/or loss of scholarship eligibility. I am willing to abide by the conditions and regulations of the University of Wisconsin-Madison and ITA if I am selected to participate.

Applicant Agreement



17. Once complete with the application, click the 'Submit' button at the bottom. *Note: Once submitted, you will not be able to make changes.*

### **Before you Submit!**

Before you submit, be sure you have clicked the 'Send Recommendation Email Request' button in the Teacher or School Counselor Recommendation section. You will not be able to click this button after the application is submitted.

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## Save/Submit Application

If you wish to save your application and return to finish it later, click the 'Save' button at the top of the page. Once your application is complete, you may click the 'Submit' button below. (Once the application is submitted, you will not be able to make changes.)

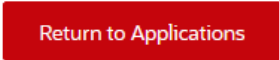
A red rectangular button with rounded corners and a blue border, containing the word "Submit" in white text.

18. A screen will appear, confirming the submission of your application! Additionally, an application confirmation email will also be sent to you. **Be sure to check your email account often for application updates and respond accordingly!**



**Congratulations! Your Application Was Received.**

A confirmation has been sent to your email **klripley+liliana@wisc.edu**.

A red rectangular button with rounded corners, containing the text "Return to Applications" in white.