

Thank you for your interest in the High School Diplomats (HSD) program!  
Please reference these guidelines as you complete your application.

## 1 – COMPLETE YOUR APPLICATION ONLINE



Applicants are responsible for providing all application components by the application deadline through the **online application** available on our website. This includes background information, extracurricular activities, a student photo, student essays, as well as a signed release form (more information below). All applicants will receive a notification sent to the email address listed on their application confirming that their application has been successfully submitted.

If creative work is submitted as part of the application, it must be uploaded as a JPG, PDF, or other supported media file. Links to video or audio files hosted online are also acceptable.

## 2 – INCLUDE A PORTRAIT-STYLE PHOTO OF YOURSELF



Applicants are required to upload a **standard portrait-style photo** similar to those used for passports or school yearbooks. The photo should be a close-up of an applicant's full head and upper shoulders, contain no other objects or people, and be in clear contrast to the background. In the event that an applicant is accepted into the HSD program, this photo will be used for official program materials, so it is very important that it conform to the above guidelines.

## 3 – PRINT AND SIGN THE PARENT/GUARDIAN RELEASE FORM



Applicants are responsible for uploading a scanned copy of the signed **Parent/Guardian Release Form**. This form serves as both a pledge that the information provided by an applicant is accurate and the essays original, as well as permission from the applicant's legal guardian for school guidance departments to share background information with the HSD Selection Committee.

## 4 – HAVE A TEACHER SUBMIT THE RECOMMENDATION FORM



Applicants should arrange for a teacher or counselor to submit the **Teacher Recommendation Form** available on our website. Recommendations should be submitted electronically from an official school email address; recommendations sent from personal email addresses **WILL NOT** be accepted. Teachers or counselors should be aware that recommendations must be received by the application deadline.

## APPLICATION DEADLINE: JANUARY 8

### HSD APPLICATION CHECKLIST

- Successfully completed online application (submitted online)
- Portrait-style student photo (submitted online)
- Signed Parent/Guardian Release Form (submitted online)
- Completed Teacher Recommendation Form (submitted by teacher)

Applicants should expect to be notified whether or not they have been selected for an interview with a member of the HSD Selection Committee in February.