**Center for Excellence in Youth Education**
*Exposing Young Minds to Science and Medicine since 1975*
**Office for Diversity & Inclusion**
**Mount Sinai Health System**

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# Summer Program Application Instructions

**Summer Programs Application Deadline:** <span style="color:red">**Sunday, February 16ᵗʰ, 2025 at 11:59pm**</span>
**CEYE Webpage:** https://icahn.mssm.edu/about/diversity/ceye/programs/summer
**Application Link:** https://bit.ly/CEYEsummer2025
**Summer Programs Timeline:** July 7th, 2025 – August 15th, 2025 (*No more than 2 absences allowed*)

**Summer Programs\*:**
1. Introduction to Bioinformatics
2. Medical and Scientific Exploration Program
3. Internship Placement Program (4 tracks)\*\*
   a. Hospital Placement
   b. Veterinary Sciences
   c. Doctors Reaching Minority Men Exploring Neuroscience (DR.MMEN)
   d. The Neurology Program

*\*Students may apply to more than one program. Please rank your preferences within the online application.*
*\*\*If you are applying to the Internship Placement Program, please refrain from applying to the NYC Summer Youth Employment Program (SYEP) until we notify you of your application status.*

**Eligibility Requirements**
- Must attend a NYC public or charter high school.
- Identify as Underrepresented Minority (*URM*) (African American, Hispanic/Latino, Alaskan Native or American Indian) **OR** meet state-determined economic criteria. Please see **page 4** of this document to determine your economic eligibility criteria.
- Any additional requirements as stated in each individual course description; found on the webpage.

***\*\*PLEASE NOTE\*\* Mount Sinai Requires ALL students who will be on Mount Sinai Campus (both those who will be present every day and those visiting for individual sessions) to be vaccinated against COVID-19.***

***In addition, participation in any other program or significant outside commitments that interferes with this program is not allowed, as it may hinder your ability to fully engage and contribute to the program. Students participating in another program while in CEYE's summer program will be removed.***

## Online Application Submission Details

The application must be completed via the online form. Once your application is submitted, you will be notified via the email address you provided on the application. You will not be permitted to have more than one application; however, you are able to use the information found in the confirmation email to edit your application as often as necessary until the due date of **February 16ᵗʰ, 2025**. Please note that parental consent is also *required* for the online application.

*\*Also, we encourage applicants to use a personal email address when filling out the online form. School email addresses tend to have restrictions that prevent students from completing the application so please use a personal email to avoid any issues.*

Prior to submitting the application, you will have an opportunity to upload the following ***required*** supporting documentation (**1, 2, and 3**). If you are not considered URM, you will be required to submit proof of economic eligibility (**4**) based on the specified criteria.
1. Short-answer response to the prompt (250-500 words; see below)
2. Critical analysis of a scientific article (see below)
3. School Transcripts
4. Documentation showing proof of the student's economic eligibility (*if applicable*)
5. Short creative video (ONLY FOR STUDENTS APPLYING TO INTERNSHIP PLACEMENT)

1. **Short-answer response guidelines**
   We would like to gain a better understanding of you as a student and as an individual who is interested in delving deeper in the scientific community. Please answer the question below:
   - Describe the world you come from; for example, your family, school, community, city, or town. How has that world shaped your scientific dreams and aspirations? *(*250-500 words)

2. **Critical Analysis of Scientific Article**
   Part of being a successful scholar is having the ability to critically analyze and pose important questions. We are interested in seeing how your mind thinks. *Please choose only ONE of the below two articles* and answer the questions in a document to be uploaded in your application form. Please express your thoughts in no more than 3-4 sentences per question.

   Article #1: How Video Games Change the Brain
   *Questions*
   1. Please offer a summary of the main points of the piece.
   2. What are the implications of this news? Why does it matter?
   3. What questions do you have after reading the article?

   Article #2: Reversing Brain Aging in Fruit Flis by Preventing Protein Buildup
   *Questions*
   1. Please offer a summary of the main points of the piece.
   2. What are the implications of this news? Why does it matter?
   3. What questions do you have after reading the article?

3. **HIgh School Transcript**
   As part of your application to the program, we kindly ask that you submit an official copy of your most recent academic transcript. Although transcripts do not weigh heavily on your application, this will help us better understand your academic background and achievements. Please ensure the transcript includes the following:
   - Your most recent grades and overall GPA
   - Your school's name and contact information
   - Any relevant coursework or subjects related to the program

4. **Economic Eligibility**
   *This is ONLY required for students who do **NOT** identify as African American, Hispanic/Latino, Alaskan Native or American Indian.* **A student is considered economically disadvantaged if he or she meets the 2024-25 New York State Opportunity Programs income eligibility criteria found on page 3 of this document.** A copy of the parent's or legal guardian's 1040 tax return form can be utilized as proof of disadvantaged status. For a full list of acceptable proof documents, refer to **page 5** on this document.
   Exceptions:
   Reference to the household income scale need not be made if the student falls into one of the following categories, and documentation is available:
   a. The student's family is the recipient of: (1) Family Assistance Program Aid; or (2) Safety Net Assistance through the New York State Office of Temporary and Disability Assistance, or a county department of social services; or (3) family day-care payments through the New York State Office of Children and Family Services Assistance, or a county department of social services
   b. The student is living with foster parents and no monies are provided from the natural parents; or
   c. The student is a ward of the State or a county

**5. Short creative video** *(ONLY FOR STUDENTS APPLYING TO INTERNSHIP PLACEMENT)*

As part of your application for the in-person program at CEYE this summer, we ask that you submit a brief, creative video explaining why you are interested in participating in the Internship Placement Program. In your video, we would love to hear about:

a. Why you are passionate about the field and the opportunities at Mount Sinai
b. What you hope to learn or gain from the internship experience
c. How you believe this program will contribute to your personal and professional growth

The video should be ***no longer than 1 minute*** and can be as creative as you like! Feel free to include personal stories, examples, or any visuals that help express your enthusiasm and motivations..

For Frequently Asked Questions (FAQs) please see **page 6** of this document.
For any additional questions or concerns please email **CEYEApplications@mssm.edu.**

**APPENDIX**

The Science and Technology Entry Program is designed for students attending secondary school (grades 7-12) in New York State who are either minorities historically underrepresented in the scientific, technical, health related and licensed professions, or economically disadvantaged as defined below. **For the purpose of STEP, minorities historically underrepresented in the scientific, technical, health related and licensed professions include residents of New York State who are African American, Hispanic/Latino, Alaskan Native or American Indian. If you are economically disadvantaged, you may be eligible for STEP. Please refer to the guidelines below and provide the required documentation.**

For the purpose of STEP, a student is considered a New York State resident if he or she resides in New York State and has lived in New York State for the last two terms of school prior to entry into the STEP Program, or has resided in New York State for at least 12 months immediately preceding the first term for which he or she is seeking participation in the STEP Program.

The economic eligibility standards set forth in this Appendix apply only at the time of application to the Science and Technology Entry Program. Once admitted, a participant may continue to receive services, even if the family income rises above the current eligibility standards.

**1.     Economic Eligibility Criteria for First-Time Students**

For the purpose of STEP, a student is economically disadvantaged if he or she meets the income eligibility criteria outlined in the table below (economic disadvantage documentation would be a copy of the parent or legal guardian signed most recent year's tax returns (IRS form 1040, 1040A, 1040EZ or 4506).

Additional documentation of household *income* need not be collected to determine eligibility under economic disadvantage if the student falls into one of the following categories, and **documentation is available to demonstrate:**

- The student's family is the recipient of family assistance program aid or safety net assistance through the New York State Office of Temporary and Disability Assistance or a county department of social services; or is the recipient of family day-care payments through the New York State Office of Children and Family Services or a county department of social services;

- The student is living with foster parents and no monies are provided from the natural parents; or

- The student is a ward of the State or a county.

| Number in Household Depending on Income* | 2024-2025 |
|---|---|
| 1 | $26,973 |
| 2 | $36,482 |
| 3 | $45,991 |
| 4 | $55,500 |
| 5 | $65,009 |
| 6 | $74,518 |
| 7 | $84,027 |
| 8 | $93,536 |

*Add $9,953 for each family member in excess of 8.

2. **Exceptions**

Reference to the household income scale need not be made if the student falls into one of the following categories and documentation is available:

a. The student's family is the recipient of (1) Family Assistance Program Aid, or (2) Safety Net Assistance through the New York State Office of Temporary and Disability Assistance, or a county Department of Social Services, or (3) family day care payments through the New York State Office of Children and Family Services Assistance, or a county Department of Social Services.

b. The student is living with foster parents and no monies are provided from the natural parents

c. The student is a ward of the State or a county.

3. **Documentation**

**Please provide only ONE of the following documents.**

The following shall be acceptable documentation of economic eligibility:

a. **<u>Preferred</u> -** Documentation of all income, earned dividends and interest: a signed copy of appropriate year's tax return (IRS Forms 1040, 1040A, 1040EZ, or 4506).

b. Documentation of a sole worker's income from two or more employers:  W2's for the appropriate year or similar documentation acceptable to the Commissioner.

c. Documentation of no income:  a copy of IRS Form 4506 which has been filed by the student or family with the Internal Revenue Service or a copy of IRS Letter 1722 indicating that the student or parent did not file a return.

d. Documentation of pension, annuity, or unemployment benefits:  letter from the applicable agency showing appropriate year's total award (if not reported on IRS Forms 1040, 1040A, 1040EZ or 1099).

e. Documentation of Social Security, Supplemental Security Income, or Veterans Administration non-educational benefits:  a letter from the applicable agency showing applicable year's total award for **each** member of the household, including Medicare premiums or IRS Form 1099 for each member of the household.

f. Documentation of Social Services payments:  verification from a branch of the State Office of Temporary and Disability Assistance, Office of Children and Family Services Assistance, or a county department of Social Services showing year that benefits were received and names of recipients including the applicant.

g. Documentation of child support and/or alimony:  a court order, affidavit.

h. Documentation of additional members in the household:  birth certificates, marriage certificates, third-party verification, or similar documentation acceptable to the Commissioner, along with proof of income or lack of income for each such member.

# Frequently Asked Questions (FAQs)

**Which summer programs are virtual?**
*Both Introduction to Bioinformatics and Medical and Scientific Exploration Program will be run virtually, however, students are expected to be in attendance for three in-person events (see below).. All enrolled students will need access to the internet and a computer (not a tablet or phone).*

**Will the virtual programs have any in-person components?**
*There are 3 mandatory in-person events for students in all programs (including virtual programs): Orientation on July 7th, ODI Fun Day (July 11th) and Closing Ceremony on August 15th. Absence from these events will affect your standing in the program and may lead to removal.*

*Additionally, there will be mandatory programming throughout the summer (college panels, etc) which students may choose to attend virtually or in-person.*

**Which summer programs are in-person?**
*Internship Placement students will be on the Mount Sinai campus four (4) days a week from approximately 9am-5pm for the duration of the 6 weeks. One (1) day a week will be used as an academic and personal enrichment day where students will be required to access their sessions remotely. All enrolled students will need access to the internet and a computer.*

**What are the days and times of each course?**
*Introduction to Bioinformatics and Medical and Scientific Exploration Program will be held virtually and typically run from Monday – Friday for around 3 to 4 hours a day. The time of the day is still to be determined; however, we anticipate CEYE programs running from 9am – 3pm with scheduled breaks to prevent Zoom fatigue.*

*Internship placement students will work with a mentor here at Mount Sinai and schedules can vary between departments. Students will be required to complete a minimum of 25 hours per week spread across Monday – Friday. Days typically run from 9am – 5pm, however, each lab has the ability to coordinate with their mentee as to whether they should come in earlier or leave later to get the most out of their experience.*

*For all offered summer programming, there are required professional development and career readiness workshops that may fall outside of the given time frame. Please note that you may be assigned pre-work prior to the June 29th start date.*

**Can I apply to more than one program?**
*Yes, but we ask that you only submit **ONE** application and rank your preferences on the "program interest" question on the application.*

**Can I apply to the program if I am currently in the 12th grade?**
*Our summer program is geared towards current 9th, 10th, and 11th grade students. We welcome applications from current 12th graders, however, please be advised that available slots for current seniors are limited and therefore extremely competitive.*

**Do I have to submit all of my documents by the deadline?**
*Yes, the (1) online application, (2) short-answer response, (3) critical analysis of a scientific piece, and (4) school transcript, have to be submitted by the deadline, **February 16th, 2024**. Proof of (5) economic eligibility criteria may be submitted up to 2 weeks after the application deadline.*

**Can we use 2023 taxes in place of 2024?**
*We ask for 2023 tax forms as part of your application. If your household income has drastically changed due to the current public health emergency – or you are unable to obtain your parents' 2023 tax forms – please reach out to us directly at CEYEApplications@mssm.edu. Please note that documentation of unemployment or other State benefits can be submitted in place of any tax forms.*

***Can I submit a report card instead of a transcript?***
*No, we ask that you please submit a copy of your latest transcript.*

**If I do not have an 85 or above grade point average, will I still be considered for the program?**
*Yes! We do not only look at students' grades but their application as a whole, so we encourage you to bring your best on all aspects of the application.*

**How can I access the articles for the critical analysis?**
*All of the necessary content is linked on page 2 of the application instructions.*

**What if I do not attend a NYC public school? Can I still apply?**
*Generally, students attending NYC Public or Charter Schools are our primary target area.*

*As a point of context, each year we are contracted by the State and Federal Government to support a specific number of students with specific eligibility criteria, which includes attending a NYC Public or Charter School. That being said, we sometimes make exceptions, particularly cases where students who attend a private or Catholic school receive a significant financial aid package (documentation is required). Please note that this consideration is always subject to funding and availability.*

**What if I am not underrepresented in medicine (URM) or disadvantaged (DA)? Can I still apply?**
*Subject to funding and availability, CEYE may consider non-URM and non-DA applicants. Please be advised that these limited slots are extremely competitive and are outside of our primary target population.*

*As a point of context, each year we are contracted by the State and Federal Government to support a specific number of students with specific eligibility criteria, which includes being an Underrepresented Minority (defined as African American, Hispanic/Latino, Alaskan Native or American Indian) and / or economically disadvantaged (as defined on* **page 4***).*

**What if I am an undocumented or DACA student?**
*Students are eligible to apply regardless of immigration status. We will neither allow immigration officials on our campuses nor provide them with information about the immigration status of our students without appropriate legal process, such as a warrant or subpoena.*

**Will I receive a stipend for my summer participation?**
*Traditionally, all CEYE summer students receive a stipend. This is contingent on funding each year; however, we do anticipate being able to provide this once again for the summer 2024 programs. The amount of each program stipend is still to be determined.*

**Will I still receive a stipend as an undocumented or DACA student?**
*Unfortunately, we cannot offer undocumented students a stipend, but you will still be eligible to receive a MetroCard if they are available.*

**Do I need to be vaccinated in order to participate in the program?**
*Mount Sinai requires ALL students who will be on Mount Sinai Campus (both those who will be present every day and those visiting for individual sessions) to be fully vaccinated against COVID-19.*

**Do I have any days off/holidays during the summer?**
*There will be no programming on Thursday, July 4th as it is a federal holiday. However, regular programming takes place on Friday, July 5th and every weekday throughout the 6-week program. Attendance is a critical part of successful completion of the program.*