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**2024 CLYLP Student**

**— Application Walkthrough —**

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**Deadline to Apply: March 17, 2024 at 11:59PM**

## SELECT YOUR PROGRAM

Text

Our staff and volunteer network work hard to make sure there are programs available for all students free of cost. To learn more about a specific program please select a program below.

APPS DUE:

57 : 07 : 06 : 44

Days

Hours

Minutes

Seconds



# Frequently Asked Questions

If you do not find an answer to your question, email [applications@clylp.org](mailto:applications@clylp.org).


2021 PROGRAM DETAILS

APPLICATION


APPLICATION TOOLKITS


## CLYLP Digital

Is CLYLP hosting multiple programs in 2021? 


Who should apply? 

What is the cost to attend a CLYLP Program? 

What grade level must students be in to apply? 

I don't identify as Chicano or Latino, can I apply? 

## The Application

How do I create an account to submit my application? 

Troubleshooting  
support



**Deadline to Apply: March 17, 2024 at 11:59PM**

## 2024 Application

2024 PROGRAMS

RECOMMENDERS

APPLICATION TOOLKITS

### How to Apply:

1. Review program eligibility requirements here.
2. Create a CLYLP application account by following the steps outlined [here](#) (or view the video guide below).
3. Prepare your information by using the application checklist.
4. Begin your online application and add your recommenders information so that they receive their invite.
5. Submit your application by the deadline.

**APPLY**

Guided Application Walkthrough



PDF Guide

**WHAT DO I NEED TO KNOW TO APPLY?**

**1 CREATE**  
Create an account on the website under "Application."

**2 PREPARE**  
Use the checklist to prepare all the information & documents

**3 UPLOAD & SUBMIT**  
Upload your information & documents and submit!

**ELIGIBILITY**

- Be enrolled in a California high school for the 2023-2024 academic year.
- Currently be in either 10th or 11th grade. 9th and 12th graders are NOT eligible.
- If you previously attended a CLYLP Institute as a Sophomore, you may apply to the Statewide Leadership Conference as a Junior.
- MUST be able to attend the entire program.

**APPLICATION CHECKLIST**

A full checklist is available on our website to help you gather all the information.

- Applicant Demographic and High School information
- Guardian Information
- Recommendations from an Educator and a Community Member (2 recommendations)
- Extracurricular Activities List
- Official High School Transcript
- Leadership Essay
- Autobiography Essay
- Hypothetical Situation Essay

**FAILURE TO PROVIDE ANY OF THE APPLICATION DOCUMENTS WILL DISQUALIFY YOU FROM HAVING YOUR APPLICATION REVIEWED.**

**CLYLP.ORG** **DEADLINE: MARCH 17, 2024**

The video you're watching right now



# Application Resources

Please prepare and recommend by information and

Do you work v Program? Che

## Application Checklist



This checklist is provided to help you prepare your materials, use this checklist to prepare the information and documents you need to submit. We recommend typing your essays out then copying them into the online application.

**APPLY ONLINE:**

**CLYLP.ORG**

**MORE QUESTIONS?**

E-mail: [applications@clylp.org](mailto:applications@clylp.org)  
Call or text: 916 -234 - 3442

**STAY CONNECTED**



### 1. Program Selection

You can apply to the Statewide Leadership Conference **and/or** one of the regional institutes if you live in the designated counties:

|                                 |  |
|---------------------------------|--|
| Statewide Leadership Conference | All 10 <sup>th</sup> & 11 <sup>th</sup> grade students in <b>California</b> may apply.   |
| Bay Area Institute              | <b>Only students living in the following counties may apply:</b><br>Alameda, Contra Costa, Marin, Mendocino, Monterey, Napa, San Benito, San Francisco, San Mateo, Santa Clara, Santa Cruz, Solano, & Sonoma |
| Central Valley Institute        | <b>Only students living in the following counties may apply:</b><br>Fresno, Kern, Kings, Madera, Mariposa, Merced, San Joaquin, Stanislaus, Tulare, & Tuolumne   |
| Inland Empire Institute         | <b>Only students living in the following counties may apply:</b><br>Riverside and San Bernardino county  |
| Los Angeles Institute           | <b>Only students living in the following counties may apply:</b><br>Los Angeles County   |

checklist



# Recommender Support

2024 PROGRAMS

APPLICATION

APPLICATION TOOLKITS

## How to Submit a Recommendation:

1. Each applicant must add the 2 recommender's name and email on their online application (this can be completed prior to submitting the final application)
2. Our online application system will send an email invitation to each recommender
3. In the email you will receive:
  - o Link to the recommendation portal
  - o Name and email of the applicant
  - o Application number
4. Complete the recommendation online and submit within 2 weeks of receiving the invitation

## Recommendation Walkthrough



Check out the recommendation guide to see what questions to expect from the online recommendation.

[Recommendation Guide /Guía de recomendación](#)



Siga este documento para traducción de las instrucciones y preguntas del formulario de recomendación.

## Recommender Frequently Asked Questions



# 2024 Application

2024 PROGRAMS

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APPLICATION TOOLKITS

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3. Prepare your information checklist.
4. Begin your online recommenders in their invite.
5. Submit your application.

APPLY



APPLY

Guided Application Walkthrough



PDF Guide

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**CLYLP.ORG** **DEADLINE: MARCH 17, 2024**

Navigate to: <https://clylp.my.site.com/s/>

In the upper right hand corner click login

A screenshot of a login page for the Chicano Latino Youth Leadership Project. At the top center is a circular logo with a green background and a yellow flame-like symbol, with the text 'Chicano Latino Youth Leadership Project Inc.' below it. Below the logo are two input fields: 'Username' and 'Password'. The 'Username' field has a dropdown arrow on the right. Below the password field is a blue 'Log In' button. Underneath the button is a checkbox labeled 'Remember me'. At the bottom left is a link 'Forgot Your Password?' and at the bottom right is a link 'Sign Up'. A yellow arrow points from the 'Sign Up' link towards the text on the right.

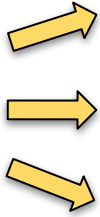
Sign up for an account by clicking “Sign Up”



## Complete every field

DO NOT USE A SCHOOL EMAIL

Use your email address for these three fields



Password must be minimum 8 characters using both numbers and letter.



First Name

Last Name

Nickname

Username

Email

Password

Confirm Password

Sign Up

You'll receive a verification email after clicking "Sign Up" check your spam/junk folder

### Verify Your Identity

To verify your new account, enter the verification code we sent to favina@usc.edu.

Verification Code

Cancel

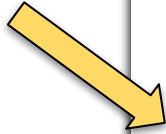
Verify

Resend Code



Enter the verification code and click "verify"

After verifying your account, you'll be able to see the home page with the "Submit Application" area.



If you do not see this area after 24 hours, log out and log back in.

**WELCOME!**

For program details and eligibility criteria, click on each program.

**Create a login to get started!**

- From the upper right hand click "Login" then below the login button click "Sign Up." Complete the required information and you'll receive a welcome email! You'll be able to access the application after 24 hours of creating your account!

**Already have a login?**

- Verify that you are logged into your account from the upper left corner. If you're not seeing "Submit an Application" on the center of the Welcome screen, check back in 24 hours after creating your login. Logout and log back in to reload the page.
- After 24 hours, still not seeing "Submit Application"? Email [applications@clylp.org](mailto:applications@clylp.org) for support!

**Submit Application**

Before you begin your application please be sure you have all the components ready to add and upload. You will not be able to save and return to complete the application.

For details on what is required scroll down the page to see the details or at [clylp.org/application](http://clylp.org/application)

At the end of adding all the information and uploading all the required documents you will receive an email confirming your submission. If you have any questions please email [applications@clylp.org](mailto:applications@clylp.org).

[Next](#)

**APPLICATION REQUIREMENTS**

**Personal Information**

- First & Last Name
- Gender
- Address
- County
- Primary Phone Number
- Email
- High School Name
- Grade Level (at the time of application)
- Grade Point Average (GPA)

If you still don't see this, email [applications@clylp.org](mailto:applications@clylp.org)

Complete all the information as requested.

Use the same email as your account!




### Submit Application

Name

First Name

Last Name

\* Birth Date 

Mailing Address


Street


City  State/Province


Zip/Postal Code  Country

\* Email

Applicant Phone

\* Gender 

\* Grade Level 

\* T-Shirt Size 

### Last Name

Last Name

\* Birth Date 

When were you born? Must be in dd/mm/yyyy format



For support, some questions have info bubbles that you can click for help.

## Continue completing your application.

Type the program you are interested in applying. The full name will appear as you type.

If you are eligible for a second program type your choice.

If you attended a CLYLP program in 2023 mark the appropriate responses.

### Student Application Submission Screen Flow

Please type out the first few letters of the program you wish to attend. If after selecting the program, it does not remain in the box, continue with the application and follow up with applications@clylp.org to indicate your desired program

Primary Program Choice

Alternate Program Choice

\* Did you attend SLC last year? ⓘ

\* Did you attend BAI, CVI, or LAI last year? ⓘ

\* Grade Point Average ⓘ

\* High School Name ⓘ

[Save for Later](#) [Previous](#) [Next](#)

# Add your recommender information so that they receive their invite

**Student Application Submission Screen Flow**

By checking the 'Permission Confirmation' box, you confirm that you have the permission of your recommenders to provide their contact information to CLYLP, for the purposes of providing a recommendation.  Permission Confirmation

\* First recommender's name.

\* First recommender's email.

Recommender is Educator ⓘ

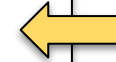
\* Second recommender's name.

\* Second recommender's email.

Recommender is Educator ⓘ

**NOTE: Two recommendations are required. If you are unable to provide two recommendations, please save your application process and email applications@clylp.org. If your recommender prefers to submit to CLYLP directly have them email us their form to applications@clylp.org.**

Mark the appropriate type of recommendation for each one.



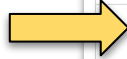
Confirm that you have asked your recommenders to complete a recommendation

By clicking next the recommenders will receive the invitation via email. You can let them know to expect their invitation and check spam/junk folders.



# Essays and Transcript

Copy and paste from your documents into each essay field.



Upload your high school transcript in the appropriate area



The file uploader will show you the file is uploaded.

You'll see your file uploaded below each upload field.



## Guardian's Information

**First Guardian's Name**

First Name

Last Name

Phone

\* Guardian's Phone Type ⓘ

\* Email

\* Guardian's Occupation ⓘ

\* Guardian's Educatioun Level ⓘ

Is Guarian Member of a Union ⓘ

Name of Union ⓘ

\* Second Guardian? ⓘ

If your guardian does not have an email, insert yours.



If you have a second guardian to add you may add their information by clicking yes

\* Second Guardian? ⓘ

✓ Yes

No



Find your State  
Senator and  
Representative Names  
and District using:  
[Findyourrep.  
legislature  
.ca.gov](https://www.findyourrep.ca.gov)



\* First Guardian Ethnicity ⓘ  
African American/ Black ▼

\* Second Guardian Ethnicity ⓘ  
African American/ Black ▼

Other Ethnicity (Guardian 1) ⓘ

Other Ethnicity (Guardian 2)

\* Household Income  
\$24,490 or less ▼

\* CA State Senator Name ⓘ

\* CA State Senator District ⓘ

\* CA State Assembly Member Name ⓘ

\* CA State Assembly District ⓘ

## Tell us how your heard about CLYLP!

If an individual referred you, provide their names and emails. If nobody leave blank.

\* Referral Source 1 ⓘ  
CLYLP Alumni ▼

\* Referral Source 2 ⓘ  
None ▼

Referral 1 Name ⓘ

Referral 2 Name

Email

Email

The final screen prior to submitting will look like this!



**Submit Application**

Once you've clicked 'Next', you will be returned to the home screen.

Thank you for submitting your application. You will receive email updates to the email you provided. If you have any questions please contact [applications@clylp.org](mailto:applications@clylp.org).

**Finish**

**Click "Finish" to submit!**



You'll get an email confirming your application submission!



Application has been submitted - 00003763 Inbox x

via [wjj02gmgqdaf56.3j-2czpea2.na113.bnc.salesforce.com](mailto:wjj02gmgqdaf56.3j-2czpea2.na113.bnc.salesforce.com) 9:15 PM (0 minutes ago)

to me ▾



**CHICANO LATINO YOUTH LEADERSHIP PROJECT**

Case has been submitted for review

<https://na113.salesforce.com/5003j00001ovTn6>

Thank you for applying to CLYLP's 2021 - Digital High School Program, . Your application has been received and will be reviewed by our volunteers.

We will send additional information as applications are reviewed. Please visit our website for Frequently Asked Questions about our programs. [CLYLP.ORG](http://CLYLP.ORG)

**You will receive email updates as your application is in review!**

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# Your Application is submitted!

— Encourage others to apply by the deadline! —

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