



California Student Application Part A 2024 United States Senate Youth Program Instructions

Deadline to Submit: Monday, October 9, 2023 at 4 p.m.

Send Completed Packet via Email to the California Department of Education at ussyp@cde.ca.gov.

Part A Packet

Please complete the Part A student application form and combine the following documents into one PDF file in this order:

- Completed Checklist
- Part A application form with required signatures
- Unofficial student transcripts with list of all courses
- Two Letters of Recommendation

Letters of Recommendation

- Should NOT be longer than one page.
- Should NOT be from a family member or friend (Examples of acceptable letters of recommendation include: teacher, school counselor, coach, advisor, principal, superintendent, supervisor, board member, local elected official, etc.).
- Those writing the letters of recommendation should share their perspective of the applicant's abilities in leadership, public service, civic engagement, relationships with others, and academics. Letter should indicate how long they have known or worked with the applicant and in what capacity.

Checklist

On the next page is a checklist of the items that must be submitted by email to ussyp@cde.ca.gov.

The completed Part A PDF packet should include the below items and use the following naming convention: (Last Name First Name 2024 USSYP Part A)

California Student Application Part A

Checklist

Student Full Name (First, Middle, and Last):

School Name:

- Completed Part A Application with signatures** (Last Name First Name 2024 USSYP Part A)
- Transcripts** (Last Name First Name 2024 USSYP Transcript)
- First Letter of Recommendation** (Last Name First Name 2024 USSYP Letter of Rec1)
- Second Letter of Recommendation** (Last Name First Name 2024 USSYP Letter of Rec2)