



# Senior Year - The College Process

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**YOUR GUIDE TO MAKING IT THROUGH  
SENIOR YEAR**

**KEEP  
CALM  
AND  
GO TO  
COLLEGE**

- *Contact Miss Manzano for information or to get assistance on the college process.*

 **APPLY NOW**

*Who is your counselor?*

# Lets Get Started!

## **Naviance: Activate Account**

<https://connection.naviance.com/family-connection/auth/login/?hsid=wjshs>

**Please contact Mrs. Beatrice for your Naviance password.**

- **Teacher Recommendation**
- **Common Application-Create account**

<http://www.commonapp.org/>

# Applying to College



Visit [www.collegeboard.org](http://www.collegeboard.org) to learn more about schools, programs and majors.



Naviance has an excellent search engine for college!

# Applying to a 4 year College



Pick 3 to 5 schools. One **safety**, two/three **realistic** schools, and one **reach** !!!



Visit the schools' websites.



Visit colleges!



Attend Open House events.



**Learn!**

# Post Secondary Plans

- 4 year college – to earn a **Bachelor's Degree**
- 2 year community college – to earn an **Associate's Degree**
- **Trade/or Technical School** – to learn a skill/trade
- **Military**
- **Work**
- Everyone leaves *high school* with a **PLAN!**
- **Location of College**
- **Housing** – Do you want to live there? Will you **commute?**
- Majors, programs and degrees at college
- Tuition and costs
- **Have these conversations!!!**

# Applying to a 4 year College

Pay close attention to  
**Application Deadlines \*\***

- *Early Decision* – if you are accepted you must attend that school. (contract)
- *Early Action* – you can apply early but can still apply to other schools. **GREAT OPTION!**
- *Regular Decision* – regular application deadlines.
- *Rolling* – As your application is received, it is reviewed.



# Common Application

- **One** Application but essays to many colleges with different topics, etc.
- Schools have additional supplements and deadlines!!
- Complete **Common Application** to schools and supplements. Make sure to complete **FERPA waiver**.
- Send **Common Application** and pay fee on website.

[Common Application Video](#)





# Applying to a 4 year College

- *Recommendations: 2 academic teachers and one Counselor Letter!*
- Select teachers that know you well and can help show your strengths.
- Ask your teachers now! It is not too early.  
**Provide information to teachers to highlight your accomplishments, etc.**
- Send requests to teachers through Naviance. Teachers will upload letter to Naviance, and it will be forwarded electronically.

# Letter of Recommendations Video on Naviance

Teacher  
Recommendations



- Go to College tab
- Click on Letter of Recommendation
- Add Request
- Pick Teacher from Drop Down (send note)
- Select All Colleges
- Submit

*\*Give teachers your  
“Brag Sheet”\**

- **Essay.....***Tell YOUR story!!!!!! English teachers can help you with your essay!*
  - *So can your guidance counselor.*
- **Application Fee**
  - If you qualify for SAT/ACT fee waiver, you may use this for your application fee.
  - Many colleges provide application fee waivers just by attended open houses!
- **List ALL of your activities, clubs, sports, employment and volunteer hours in your resume**

More To Know:  
Applying to a 4 year College

# Start Working on Your Resume

## Sample Resume for High School Students

Jane Doe  
12 Snelling Avenue  
St. Paul, Minnesota 55116  
(651) 555-1111  
jane.doc@spps.org

**Education** Highland Park Senior High, class of 2008 (3.8 GPA)

### Experience

St. Paul Public Library—University Branch (June 2005-present)

- Maintained library database on checked-out materials.
- Coordinated volunteer program for Story Time.
- Organized card catalog to incorporate new materials.

National Honor Society (2003-present)

Participated in several volunteer activities, including: building a house for Habitat for Humanity (50 hours), collecting food for the St. Paul Food Shelf (80 hours), and organizing the Honor Society Induction Ceremony.

### Activities

- National Honor Society (2003-present)
- French Club (2002-present)
- Cross Country (2002-present)
- Piano lessons (10 years)

### Awards

- A Honor Roll, 8 quarters
- Outstanding French Student, 2004
- Volunteer of the Year, 2005

### References

Available upon request.

**Contact Information:** should be at the top of your resume—include name, address, phone number, and e-mail (if you have it). Separate it out by centering it and making it bold. If you have a college address separate from a home address, use both.

**Education:** include graduation date and GPA if it is 3.0 or higher.

#### Formatting Experiences: (2 options)

1. Heading line (include title and dates) followed by bulleted list—see Work Experience as example.
2. Heading line (include title and date) followed by narrative list—see Volunteer Experience as example.

#### Writing About Experiences

Regardless of style, begin each phrase/sentence/ bullet with an *active verb*. See the examples to the left: maintained, coordinated, organized, participated...see back of page for more examples.

**Headings** The expected headings would be: education, experience (work or volunteer), but the others are up to you. Use the ones that work best. Other possibilities: skills, additional experience, related experience, leadership experience, research experience, writing experience, computer experience, objectives, leadership, related coursework, work experience, volunteer experience, anything that fits your particular qualities.

**General Formatting** You should have 1 inch margins, major headings (like 'Education') on the left, then indent with additional information below—for example, notice how National Honor Society is lined up below St. Paul Public Library. Use a traditional font (New York, Arial, just not cursive...) at 12 point size. It should all fit on one page. Remember, it needs to be easy to read—keep it simple and organized!

#### Other things to remember:

- proofread, proofread, proofread!
- Check for punctuation and spelling.
- Check for format and style consistency.
- Show your resume to a friend.



## Colleges not on Common App

- If a college is **not** on Common App, complete application on school website.  
**(Montclair, FDU, Rutgers)**
- Complete Application including Essay on website.
- Pay fee on website.
- Send scores via **College Board** website.
- Bring in **Transcript Release Form**.

# Transcripts

- Once you apply to a school, let your counselor know.
- A **Transcript Request Form must be** handed in for **each** application!
  - PLEASE only submit a transcript request form for the schools you already submitted an application for!
- Watch **deadlines!**

- ACT
- SAT
- NONE

<https://www.fairtest.org/university/optional>

Test Optional Schools

# CHECK LIST



## Student Responsibilities

- Complete Application (Common App or Online)
- Pay **Application Fee** \$\$\$
- Send SAT Scores from **College Board** \$\$\$
- Complete **Resume**

## Counselor Responsibilities

- **Send Transcript & Recommendation(s)**
- **Help Students apply to colleges/universities that are a good fit**



# Financial Aid

- Visit college websites for information about financial aid and scholarships.
- Visit the Free application for Federal Student Aid (FAFSA) at <http://www.fafsa.ed.gov/>. Families may begin to fill it out October 1st.
- Scholarships will be sent out through school email. Pay close attention to deadlines!
- **Financial Aid Night scheduled for September and October!**

# Instant Decision Days

- Colleges come to ICHS and meet with students!
  - Typically, around November.
  - Be sure to tell Miss Manzano of any colleges you would like to see at IC.
- Application **must be** submitted before meeting with **Admission Representative!**
  - *Bring with you: application, essay, resume, and unofficial tests scores*
- Great way to **receive** Decision on the spot!!!

SAT<sup>®</sup>

achieve  
more<sup>®</sup>

## SAT/ Grades

- Take SAT tests if you have not already done so.
- Make sure you send your SAT scores to whatever schools you apply.
- (\$12.50 each school)
- Watch **Deadline** dates! It will take up to 10 business days to send!
- Keep your grades up during senior year. A midterm report is sent to colleges to which you apply.

## Assessments:

- [Yung Typology Test - Personality/Career Test](#)
- [Princeton Review Career Quiz](#)

[Need extra support for everything college? Click on this link for resources!](#)

[Additional Resources](#)

# Senior Year

## Let the countdown begin...



Senior year...what it all comes down to. This year will bring a lot stress and many late nights, but continue to push through and know that I am here every single step of the way!



Don't let senioritis get the best of you! You still need to stay focused on those studies and keep the momentum going!!



Senior year will be over in a blink of an eye, so do not miss a second of it!



Some advice: Enjoy this year, challenge yourself, try new things, say yes to new opportunities, make a new friend, and make memories that will last a lifetime!



Enjoy your summer and be sure to come back refreshed and ready to hit the ground running. We have a lot of work to do ☺