

# INTRODUCTION

The process of selecting and being admitted to an institute of higher learning can be an exciting and challenging experience for students and their parents. Making a suitable choice requires a commitment to being well informed and involved in the college selection process.

To decide which college, university or specialized school best meets your needs, you will need to begin by exploring the entire spectrum: location, cost, size, majors, activities and athletics. Establish a list of your own preferences, and then explore a variety of resources to decide how these specifications can best be met. An invaluable amount of information is available to you in Guidance or the library. These include reference books, college catalogs, sample applications and the computer web sites. You can also benefit by talking with college representatives who visit our school, attending college fairs (PA College Fair at Montgomery County Community College and the National Fair at the Philadelphia Convention Center), visiting campuses and interviewing with admissions personnel.

You are the one responsible for selecting the school to achieve your goals. To do this, you need to take an inventory of your interests, abilities and strengths/skills. Then you should conduct a realistic search for the type of school and the type of program to best suit your needs.

## **Below is information you will need when completing college applications:**

**College Board/ School Code # (CEEB #)**

**395-340**

**UM High School Address**

**3000 Terwood Road  
Willow Grove, PA 19090**

**UMHS Telephone Number**

**(215) 706-2382**

**UMHS Fax Number**

**(215) 830-1581**

**\*\*\* Know Your Social Security Number\*\*\***

# JUNIOR YEAR TIME LINE

## **September:**

*Reminder:* The grades you earn this year will be a very important factor in a college's decision about your application and admission.

### **Have a productive year!**

- Register to take the PSAT
- Complete initial college search

## **October:**

- Read your PSAT/NMSQT Student Bulletin and take the full-length sample test
- Take the PSAT (be sure to check "yes" for Student Search Service)
- Meet with college reps in guidance
- Meet with your counselor to discuss post-secondary planning
- Apply for the Prudential Spirit of Community Scholarship
- Attend National College Fair

## **November:**

- Apply for the Discover Card Scholarship if your GPA is a B+ or better (win up to \$25,000)
- Continue your search for colleges
- Plan college visits whenever possible
- If high school alumni visit during the holidays, talk with them about their college experiences
- Attend Montco College Fair

## **December:**

- PSAT scores returned
- Review your PSAT score reports. See where your strengths are, get help with your weaker areas. Use your test, correct answers, and your responses to help prepare for the SAT.
- Create a file to manage your college search results, testing and application info.

## **January:**

- Attend Financial aid night
- Explore financial aid possibilities financial aid offices at your colleges of interest and through your parents' connections (employers, professional organizations, religious affiliations, etc.)
- Write your Social Security number and Upper Moreland High Schools College Entrance Exam Board number (395340) on a card for your wallet or memorize the numbers.

## **February:**

- See if SAT II: Subject Tests are required by schools of interest.
- Select Senior courses that will challenge you
- Register for Spring SAT

## **March:**

- Register for May SAT I or II early to avoid late registration fee.
- Create an initial list of colleges to contact for additional information

## **April:**

- Register for June SAT I or II early to avoid late registration fee.
- Prepare for AP exams, if applicable
- Visit colleges that interest you; if possible, attend classes on campus

## **May:**

- Take SAT I or II
- Take AP exams, if applicable
- Create your "resume"- record all your accomplishments, involvements, and work experiences over the past three years

## **June:**

- Make wise use of your summer (volunteer, visit colleges, review applications and start working on essays)
- Submit NCAA Clearinghouse Application online if you plan to play Div I or Div II sports in college
- Begin asking teachers/advisors for letters of recommendation

## **July/August:**

- Get ready for Senior Year
- Stay involved:
  - work to help pay for college
  - get involved in an internship relevant to your career interest
- Tour college campuses (you should call first to determine dates and times of tours and information sessions)
- Begin to narrow college choices
- Set up interviews
- Write or email colleges for applications

# SENIOR YEAR TIME LINE

## September:

Reminder: *This year provides* - An opportunity to confirm your readiness for college. Be sure to challenge yourself and continue to strive for excellence.

### Have a great year!

- Register for October SAT I or II **have scores sent directly to schools from College board**
- Review transcript and other records with your counselor to check for accuracy
- Continue meeting with college representatives in Guidance
- Download or write to colleges for applications not yet received
- Narrow your list of colleges. Be sure your list includes “reach”, “target” and “safe” schools
- Ask teachers/counselors/advisors for letters of recommendations
- Register for November SAT I or II early to avoid late the fee.
- Plan visits or revisit colleges
- Check guidance for scholarship information

## October:

- Take SAT I or II
- Register for Dec SAT I or II
- Finalize college choices
- Complete application essays, have an English teacher review them
- Submit applications for Early Decision or first choice schools (check deadlines)
- Update your “resume”- record all your accomplishments, involvements, and work experiences
- File a CSS/Financial Aid Profile online at collegeboard.com
- Attend National College Fair
- Apply early to schools with rolling admissions

## November:

- Take SAT I or II
- Meet Early Decision deadlines
- Adhere to UMHS’s application process and deadlines
- Attend the Montco College Fair

## December:

- Take SAT I or II
- Register for January SAT II’s
- File your last application by mid December
- Apply for a PIN number

## January:

- After January 1, file an online FAFSA application for financial aid
- Attend Ambassador’s Day to meet with last year’s alumni about their college experiences
- Continue to keep up your grades; colleges will consider them
- Have midyear grades sent to colleges to which you applied
- Take SAT II
- Continue to research scholarship opportunities
- Attend Financial Aid night

## February:

- DON’T GET SENIORITIS!!
- Colleges want to see strong senior year grades
- Continue to search for scholarship opportunities

## March:

- Be sure all necessary materials have been sent to your chosen colleges
- Be sure colleges have received all materials needed to make a decision

## April:

- Register and prepare for May AP

exams, if applicable

- Review college acceptances; perhaps revisit your top choices
- Review financial aid package; talk with college financial aid officers
- Before May 1, decide which college you are going to attend and send in your deposit
- Bring guidance copies of letters of acceptance/denial from colleges to which you applied

## May:

- Take AP Exams, if appropriate
- Thank teachers who wrote recommendations
- Notify colleges you did not choose, so they can offer admission to others

## June:

- Notify Guidance as to which college you will attend so we can send your final transcript

## July/August:

- Read and get ready for college
- Work to help pay for college
- attend orientation meetings offered by your college

## **SOME SUGGESTIONS IN YOUR QUEST FOR INFORMATION:**

1. Talk to people in the field in which you are interested; get their suggestions, ask how they got to where they are (shadow them).
2. Talk to your parents, counselor, teachers, friends, employers etc. and get their views.
3. Use the material in the Guidance Career Center
4. Listen carefully to the morning announcements for info on college fairs, financial aid workshops, scholarship offers and visiting schools. Talk to the college representatives when they visit. Obtain a pass for the visit in the guidance office.
5. Write to institutions in which you might have an interest. Ask for information on the programs you are interested in and financial aid.
6. VISIT the schools in which you are interested. Talk to the professors, administration, advisors and students.
7. DO NOT let the cost of a school keep you away. Check on all sources of financial aid before eliminating any schools.

## **NARROWING YOUR LIST OF DESIRABLE COLLEGES**

Now that you have looked through guidebooks, completed computer searches and met with your counselor, you should begin to narrow your choices. If you have six or less, your list may be complete. Here are some points to note:

1. Avoid applying to too many schools. You risk exhausting the patience of your references and the application fees could cost you a small fortune. Applying to a manageable number of schools allows you to use your time, effort and energy to make each application effective.
2. Meeting your academic needs is a priority. The college should nurture and challenge you. Selective schools are the toughest in terms of challenge, pressure and competition; if you can meet these demands successfully, then it is the right place for you.
3. List your colleges in the order of preference. Include one *Safety School*. *A safety school is one that you are confident you can get into, you can afford without financial aid and you are willing to attend.* Include one to three *Target Schools*. *These are comfortable schools where acceptance is likely, you have something they want (musical/artistic talent, athletic, related to alumni) and the college meets a high-average percentage of financial need.* Include one or two *Reach Schools*. *These are dream schools in which acceptance is uncertain.*
4. Remember:
  - A) Fixed date admission deadline means they must have all of your application materials in their office because that is when they begin processing.
  - B) Rolling admission: colleges review applications as they are received (typically 4-6 week notification).
  - C) Early action: students can apply to an earlier deadline and it is non-binding
  - D) Early decision: set early due date with binding agreement (see Glossary for more details)

## **YOU DO NOT NEED TO PICK A MAJOR YET**

Picking a major is one of the most stressful things you will need to do early in your college career, but not something you have to decide right now! Most schools require that you declare a major at the end of your sophomore year. However, it is a good idea to evaluate your general interests as you begin the process of enrolling into a college. Perhaps review a list of majors and cross out the ones that you know would not be right for you. Then you can group the remaining majors into categories (humanities, sciences, etc.) should you need to enroll in a specific department to begin your required courses.

Remember that your decision is not carved in stone. Allow yourself to change and grow as a person. Many students switch majors, and you are likely to switch careers a few times in your life as well. Until your decision is complete . . . relax - do not put too much pressure on yourself. It is a big decision, one you can discover and feel more comfortable with if you make it a process rather than a one-time deal.

## WRITING THE COLLEGE ESSAY

This section of the application enables the college to evaluate your communication skills, the clarity of your thinking and your ability to convey your thoughts in writing. You should find these suggestions helpful.

**Choosing a Topic:** Choose a specific and illustrative topic if one is not given. The easiest topic is writing about yourself. Little incidents and facts reveal character and outlook. Be creative.

**Preparing to Write:** Outline what you have to cover. Develop a framework considering your purpose, what you want to convey and the appropriate tone for the topic. Select a style that is comfortable for you rather than what you think they are looking for.

**Writing the Essay:** Compose a rough draft. Review what you have written. Is it well organized, interesting and genuine? **Rewrite your essay at least once;** seek input from teachers and parents.

**Edit your final draft.**

Listed below are **Sample College Essay Questions** from a variety of college application forms.

- \* Describe a book you have read which has had a significant impact on you.
  - \* Describe a significant experience or achievement that has special meaning to you.
  - \* Discuss an issue of personal, local, national or international concern and its importance to you.
  - \* If you could have dinner with any one person, living, deceased, or fictional, whom would you choose and why?
  - \* Please discuss a quotation, phrase, person or statement that has had an influence on your life.
- \* DO NOT write on general, impersonal topics - the college wants to know about you
  - \* DO NOT use the essay as the place to describe your shortcomings. Use a separate page
  - \* DO NOT use clichés

Start brainstorming possible answers right away; this will help you to formulate thoughtful responses. Procrastination not only increases anxiety, but applications that have been put off look like last-minute-rush-jobs.

There is no right or wrong answers; however, keep in mind that colleges are looking for **honest, personal reactions** that are **clear** and **straightforward so that** they can determine your ability to organize thoughts and express yourself clearly. It gives you an opportunity to present yourself in a way that grades and tests scores cannot. If there are important aspects of your personal or educational background or qualifications that are not covered elsewhere, now is your chance to make them aware.

Concentrate on the **quality** of your answers and not the quantity. One page to one and a half pages is usually sufficient; some will say “500 words or less”. Remember, they **DO READ** the essays as a way to gain insight about who you are. **ALWAYS** keep a copy for yourself and **ALWAYS** put your first and last name and social security number on all of your essays.

If you have any questions regarding your essay, please ask your English teacher for help.

# TIPS FOR COMPLETING COLLEGE APPLICATIONS

1. Apply on-line or complete a paper application. (Write neatly in **black** ink) Many colleges require supplemental forms to be printed off websites and mailed to the college admissions office.
2. You should answer essay questions **even when optional**, as it can be an important consideration in admissions.
3. All essays should be edited so that spelling and grammar errors may be corrected before writing on the application form. We suggest that you have an English teacher read your essay.
4. After the application is complete, someone should proofread it to make sure that you have answered all questions.
5. The application is a direct reflection of you.
6. **All applications/signature pages for college and scholarships must be sent through the Guidance Office so that we can include transcripts and other pertinent information.**
7. **\*APPLY EARLY.** Prior to Thanksgiving is a good guideline. However, you should file applications to Penn State University as soon as possible after the start of the school year.

**During the summer after your junior year, you will be receiving a packet outlining Upper Moreland High School's process for submitting college and scholarship applications.**

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## **STUFF TO KEEP**

1. Record the dates on which you send applications
2. Names of teachers from whom you have asked for letters of recommendation and to which schools they are sending their letters
3. Canceled checks/money orders
4. Admission tickets to tests and correction forms. Take both with you the day of the test
5. Test registration number printed on your admission ticket
6. All score reports
7. A copy of all financial aid forms
8. All correspondence sent to or received from schools
9. Copies of essays or other student work sent to schools (you may want to keep a copy of the application too)
10. Send all financial aid forms through the post office with a return receipt form, so that you know who received it and when it was received. Keep this receipt.

# TALKING WITH COLLEGE REPRESENTATIVES

## ADMISSIONS

1. What high school courses are required? Recommended?
2. Are entrance tests required? Which ones? Range of scores?
3. Is there a mean GPA or rank?
4. Will activities/involvement be considered?
5. Is there an essay on the application? How is it used?
6. Are interviews required? Letters of recommendation?
7. Are there special requirements for certain majors?
8. What percent of the applicants are accepted?
9. What are application deadlines?

## THE COLLEGE

1. What is the surrounding community like?
2. What is the current student enrollment?
3. What special or unique programs are offered?
4. Where do the majority of students come from?
5. Do most students commute or live on campus?
6. What athletic programs are available?
7. Does the campus have a visitation program?
8. Is housing available/guaranteed for freshmen? Four years?
9. What is the average class size? Largest? Smallest?

## SOCIAL LIFE

1. What is the male to female ratio?
2. What percent of students reside on campus? Do students stay around on weekends?
3. What are the procedures for selecting a roommate?
4. What activities are available on campus?

## FINANCIAL AID

1. What percent of students receive financial aid based on financial need?
2. What percent of students get scholarships based on academic ability?
3. What percent of those who apply for financial aid receive it?
4. Will my financial aid be adjusted if my need increases?
5. What are financial aid procedures and deadlines?
6. When are students notified of their financial awards? How long do they have to respond?
7. Is there a tuition payment plan?
8. Are there jobs available on campus? Off campus?
9. What are the average costs for tuition and fees, books/supplies, room and board, transportation and other personal expenses for the first year?
10. What amount of student loan debt does the typical student borrower have once they finish college?

**\*\* Bring a pen and paper to take notes and write the answers to your questions. Also, write down the name of the representative, his or her position, phone number and e-mail address. You may want to contact him or her in the future.**

**(It is always a good idea to follow up with a thank you)**

# THE COLLEGE VISIT

If possible, visit every school you are considering! It is best to visit when they are in session and the students are on campus. Call ahead and inquire about tours and group sessions. Find out if individual interviews are required or optional. Make an appointment, if necessary.

## BE PREPARED

1. Take an unofficial transcript with you including your test scores. Ask your counselor for a copy.
2. Read the catalog beforehand so that you do not ask obvious questions.
3. Write down the questions you want to ask and bring them with you.
4. Dress appropriately, make a good first impression.

## BEING THERE

1. Take a formal tour as you will get an organized perspective of the campus.
2. Make sure you see a **typical freshmen** dorm.
3. Ask about off campus housing as you may not want to live in a dorm junior and senior year.
4. If you have a major in mind, visit that department, check out the labs and facilities, and sit in on a class.
5. Visit the library.
6. Talk to the students informally.
7. Visit the dining halls and ask about meal plans.
8. Note social, recreational, religious and other activities of interest.
9. Go to the career center and find out about job placement, study abroad and internships.
10. Look at what they post on bulletin boards.
11. Get a copy of the school paper and read it when you get home. You will learn a lot.
12. Ask about computer facilities. Are the dorm rooms wired for personal computers? Is the campus wireless?

## INTERVIEW WITH THE ADMISSIONS OFFICER

1. Ask questions that show you have read the catalog.
2. If you bring your parents, ask for their **silent support**. You should ask and answer the questions.
3. Mention your accomplishments, but do not brag. Focus on your important activities, not an entire list.
4. **BE ON TIME**
5. Answer questions in complete and grammatically correct sentences.
6. Send a thank you note to the person who interviewed you.

## QUESTIONS THEY MIGHT ASK YOU

1. What is your GPA/rank, size of class, SAT scores?
2. What major are you interested in?
3. Why did you pick the college? What do you know about it? What do you like about it?
4. Do you need financial help?
5. What are your extracurricular activities in and out of school?
6. Do you have any academic special needs?
7. Why do you want a college education?
8. Who or what influenced you to choose the college?
9. What other colleges are you interested in? Have you visited?
10. Do you like to be challenged?
11. Is this college your first choice?
12. What have you covered in English class? Have you written many compositions?
13. Have you written any long term papers? What topics?

# COMMUTABLE COLLEGES AND UNIVERSITIES

## Four-year colleges and universities within a one-hour drive of Upper Moreland:

Allegheny University of the Health Sciences	Philadelphia
Arcadia University	Glenside
Bryn Athyn College of the New Church	Bryn Athyn
Bryn Mawr College	Bryn Mawr
Cabrini College	Radnor
Chestnut Hill College	Philadelphia
Cheyney State College	Cheyney
College of New Jersey	Trenton, NJ
Curtis Institute of Music	Philadelphia
Delaware Valley College of Science and Agriculture	Doylestown
Drexel University	Philadelphia
Eastern College	St. Davids
Gwynedd-Mercy College	Gwynedd-Mercy
Haverford College	Haverford
Holy Family College	Philadelphia
Immaculate College	Immaculate
La Salle University	Philadelphia
Moore College of Art	Philadelphia
Pennsylvania College of Optometry	Philadelphia
Pennsylvania State University - Abington Campus	Abington
Philadelphia College of Bible	Langhorne
Philadelphia College of Textiles and Science	Philadelphia
Princeton University	Princeton, NJ
Rosemont College	Rosemont
Saint Joseph's University	Philadelphia
Swarthmore College	Swarthmore
Temple University	Philadelphia
University of Pennsylvania	Philadelphia
University of the Arts	Philadelphia
University of the Sciences in Philadelphia	Philadelphia
Ursinus College	Collegeville
Villanova University	Villanova
West Chester University	West Chester

## Two-year colleges within a one-hour drive of Upper Moreland

The Art Institute of Philadelphia	Philadelphia
Berean Institute	Philadelphia
Bucks County Community College	Newtown
Community College of Delaware County	Media
Community College of Philadelphia	Philadelphia
Harcum Junior College	Bryn Mawr
Hussian School of Art	Philadelphia
Landsdale School of Business	North Wales
Manor Junior College	Jenkintown
Montgomery County Community College	Blue Bell
Northeastern Christian Junior College	Villanova
Peirce Junior College	Philadelphia
Valley Forge Military Junior College	Wayne

## COLLEGE ADMISSIONS PATTERNS

	Most Competitive	Highly Competitive	Very Competitive	Competitive	Less Competitive	Non Competitive
Cumulative GPA	A to B+	B+ to B	B to B-	B- to C	C-	C to D
Class Rank	Top 10-20%	Top 20-35%	Top 35-50%	Top 65%	Top 65-75%	100%
SAT I : verbal/math combined score	1310-1600	1240-1300	1150-1240	1000-1140	Below 1000	N/A
ACT Composite	Above 28	26-28	24-26	21-23	Below 21	N/A
SAT II Subject Tests	Usually required for admissions	Usually required for admissions	Required or strongly recommended for admissions	May be recommended for placement	Not required	N/A
High School Units Required:						
English	4 Years	4 Years	4 Years	4 Years	4 Years	4 Years
Math	3-4 Years	3-4 Years	3 Years	3 Years	3 Years	3 Year
Social Studies	3-4 Years	3-4 Years	3 Years	3 Years	3 Years	3 Years
Science	3-4 Years	3-4 Years	3 Years	3 Years	3 Years	3 Years
Foreign Language	3-4 Years	2-3 Years	2-3 Years	0-2 Years	0-2 Years	N/A

\*\*\* REMEMBER THAT THE FIGURES ON THIS CHART ARE ONLY A ROUGH GUIDELINE.  
 INVESTIGATE THE APPLICATION PROCEDURES AND REQUIREMENTS WITH EACH COLLEGE. MANY SCHOOLS HAVE  
 DIFFERENT CRITERIA FOR EACH DEPARTMENT.

## **IMPORTANT THINGS TO KEEP IN MIND WHEN APPLYING FOR FINANCIAL AID**

1. **Apply.** If you do not complete the application process, you may miss sources of financial aid that can help you in meeting your educational costs. Contact the Financial Aid Counselor at the school you plan to attend for information on the application process and deadline dates. You should complete the financial aid applications as early as possible regardless of your acceptance to a particular school. This will ensure you maximum consideration for all aid available.
2. **You are not alone.** The financial aid process can be confusing for a first time applicant. Make an appointment or call the financial aid officer at the school you plan to attend. The financial aid officers are available to assist you and your family through the financial aid application process.
3. **Explore all sources of financial aid.** You can obtain financial aid funds from many different sources. Besides federal financial aid programs, there are state programs, institutional programs and private scholarships and grants. Students should investigate local, regional, and national sources of private funds and learn how to apply for them.
4. **Pursue your educational goals.** The purpose of financial aid is to provide access to education. Students sometimes feel that cost is a barrier to attending the institution of their choice. The difference between what a school costs and what the family is expected to contribute may be available in financial aid funding, therefore allowing a student to consider attending any school, regardless of cost.
5. **Everyone can apply for financial aid!** Some families feel that they have too much income to be eligible for financial aid. Not every family will qualify for grant assistance. However, despite income, they can borrow funds to pay for educational costs under the Unsubsidized Federal Stafford Loan Program and the Federal Parent Loan Program.
6. **Keep copies of all forms you use in applying for financial aid.** Maintain copies of all correspondence that you receive from the Financial Aid Office and other agencies dealing with financial aid. You may need to refer to these later.

# NCAA

## Attention Prospective Student Athletes

The NCAA Initial-Eligibility Clearinghouse, located in Iowa City, Iowa is the organization that handles all inquiries regarding an individual's initial eligibility status. The clearinghouse operates a separate Web site at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net).

To register with the clearinghouse fill out the online form at the **Initial-Eligibility Clearinghouse** website or call the NCAA at 1-800-638-3731 and ask for a free copy of the "Guide for the College Bound Student-Athlete" which contains the registration forms and a clearinghouse brochure. This guide can also be viewed online in the **Student-Athlete Eligibility and Recruiting Section**.

A list of the approved core courses offered by Upper Moreland High School can also be viewed online by visiting the Initial-Eligibility Clearinghouse Web Site. Remember the Upper Moreland school code is 395-340.

For information regarding your clearinghouse status there is an automated system at 877-861-3003(toll free in the USA) or 319-339-3003. You will need your Personal Identification Number (PIN) and social security number.

If you misplaced your PIN or need other information, please contact the Clearinghouse at:

**Customer Service: 877-262-1492 toll free or 319-337-1492**  
**24 Hour Voice Response: 877-861-3003 toll free in the USA**  
**FAX: 319-337-1556**

Mailing Address:

Initial-Eligibility Clearinghouse  
2255 N. Dubuque Road  
P.O. Box 4044  
Iowa City, IA 52243-4044

Office hours are 8:00 am to 5:00 pm Central Time Monday through Friday.

# WEB SITES

## COLLEGE SEARCH

College Board Online	<a href="http://www.collegeboard.org">www.collegeboard.org</a>
Peterson's Guide Online	<a href="http://www.petersons.com">www.petersons.com</a>
Princeton Review Online	<a href="http://www.princetonreview.com">www.princetonreview.com</a>
Private Colleges and Universities	<a href="http://www.collegexpress.com">www.collegexpress.com</a>

## FINANCIAL AID

<a href="http://www.pheaa.org">www.pheaa.org</a>
<a href="http://www.fastweb.com">www.fastweb.com</a>

## CAREER INFORMATION

<a href="http://www.careers.org">www.careers.org</a>
<a href="http://www.bls.gov/oco/">www.bls.gov/oco/</a>

# GLOSSARY

**Accreditation** - The seal of approval indicating that an academic institution has been recognized as providing at least an adequate education. It is very important to be sure that the colleges in which you are interested are accredited by the appropriate agencies.

**Associate degree** - The degree awarded for successful completion of a two-year program, either terminal (occupational) or transfer (the first two years of a four-year program).

**Bachelor's degree** - The degree awarded upon the successful completion of four years of study in the liberal arts and sciences or in the professional or pre-professional areas.

**Candidate's Reply Date** - The date (May 1) established by the College Board, and accepted by many colleges, by which students must notify participating colleges that have accepted them as to whether they plan to attend in the fall. Not all colleges subscribe to this agreement, but most colleges set a date or an amount of time after notification by which the student must respond.

**Competitiveness** - The degree of difficulty in gaining admission to a college. The term may also describe the atmosphere or environment of the campus, i.e. the more competitive it is, the more intense are the academic pressures.

**Deferred Admission**- This program allows you to apply for admission during your senior year and if you are accepted to postpone your matriculation for one year after you have finished high school.

**Early Action** – Some colleges have their own modifications approaches to admission procedures. Early action is a procedure in which students who apply under an earlier application due date, are notified earlier than other applicants of admission decisions. Under this plan the student does not have to withdrawal applications to other colleges. In most cases, the student may wait to hear admission decisions from the other colleges before deciding where to attend.

**Early Decision** - A plan in which students apply in November or December and learn of the decision of their application during December or January. Accepted early decision students must withdraw their applications to other colleges and agree to matriculate at the college that accepts them.

**Grants/Scholarships** - Gifts of money usually based on need. However, sometimes they are awarded for academic excellence, academic promise or for special achievements or abilities.

**Matriculation** - Enrollment at a college to begin work toward an academic degree.

**Rolling Admission** - A program adopted by many colleges through which admission applications are evaluated upon receipt and applicants are notified of the decision as soon as the application is processed. (Typically 2-6 weeks)

**Undergraduate** - An associate or bachelor's candidate or a description of such a candidate's courses. Once students have earned a bachelor's degree, they are eligible for entry to graduate programs at the master's and doctoral levels.

**Waiting List** - A list of students who were not initially accepted by an institution but who will be accepted at a later date if space becomes available. In many cases, waiting list students are not notified of the final decision until late summer.

**Work Study** - A part-time job on campus arranged through the financial aid office.

# Alternative Options

## VOCATIONAL/TRADE SCHOOLS

These schools offer specific training and education pertinent to a single career field. There are over 6,000 trade schools in the U.S. Many students receive some financial aid. The training is hands on and tends to be shorter than a full college program. The emphasis is on practical skill building and not a wide curriculum.

Resource:

**Peterson's Vocational and Technical Schools-** in the guidance office. Major areas covered:

Business  
Health Care  
Technology  
Graphic, Visual and Performing Arts  
Personal Services

Guidelines for evaluating a technical school include:

1. Licensing and accreditation-accredited by the Accrediting Commission of Career Schools and Colleges of Technology.
2. Facilities-take a tour.
3. Placement-job placement programs for graduates.
4. Cost-tuition and financial aid.
5. Quality of instruction-qualification of the instructors and quality of the materials.
6. Reputation and Stability-how long has the program been in operation, percentage of students who complete the program.

## MILITARY CAREERS

The military can offer various options that can fit almost any career goal. The military can provide excellent training and experience in many fields. Entering after high school students can opt for active or reserve options.

The active option requires a full-time commitment for three or four years, with full time benefits. The military can assist with college funds. The reserve option requires a minimum amount of time and participation while offering some benefits such a part-time job while attending college.

This is general information and not meant to be conclusive. Please see your counselor or military recruiter for more information. The following websites may be of assistance:

ARMY	<a href="http://www.goarmy.com">www.goarmy.com</a>
NAVY	<a href="http://www.navyjobs.com">www.navyjobs.com</a>
AIR FORCE	<a href="http://www.af.mil">www.af.mil</a>
MARINES	<a href="http://www.usmc.mil">www.usmc.mil</a>

The recruiters visit the high school on several occasions throughout the year.

## **EMPLOYMENT:**

Entering the work force is yet another option some high school seniors choose. The classified section of the newspaper may be helpful. Many large businesses and government offices have employment offices that welcome applicants.

### **APPLICATION TIPS:**

1. When filling out a job application you should have a social security number, valid drivers license (if required), and a birth certificate if asked.
2. Be prepared to list the schools you have attended grades, and attendance record. You may be asked to discuss hobbies, and previous work experience.
3. Have at least 3 personal references available-people that can vouch for your character and ability. Be sure to get prior approval before giving their names, addresses and phone numbers to perspective employers.
4. It will show an employer you are interested in the company if you know about the company and the job.
5. A prepared resume will help to show an employer you are organized and prepared. This will help to highlight your strengths.

## **THE INTERVIEW:**

Present yourself in a professional manner. Dress in a clean neat style. Come on time. Have a resume or reference list prepared ahead of time.

Commonly asked Interview Questions:

**Why are you applying for this position?**-Convince the interviewer you are enthusiastic about the job.

**Tell me about a time you used initiative/Give me an example of when you came up with an innovative solution?**

**What do you consider your biggest fault?**

**I see on your resume that you.....**-be prepared to discuss any job or school related position listed on your resume.

**What lessons did you learn from your last job/school that you think can be transferred here?**