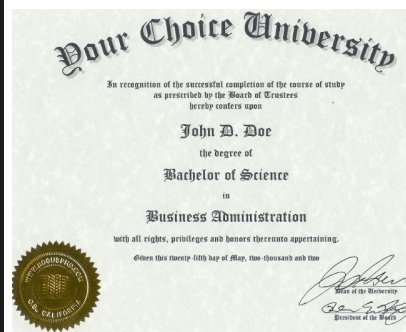
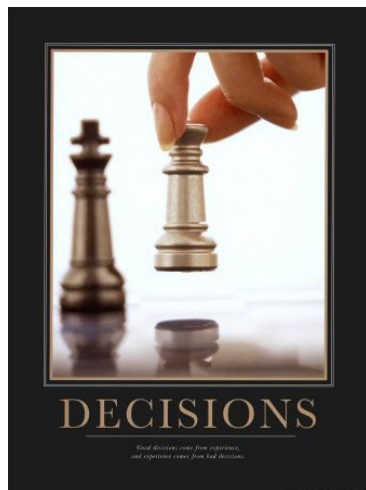


KEEFE REGIONAL TECHNICAL HIGH SCHOOL



COLLEGE PLANNING GUIDE

College and Everything That Goes With It!

A Guide for Students and Parents

Keefe Regional Technical School
Guidance Department

This booklet has been prepared by the Keefe Tech Guidance Department to assist you in your college planning. It should be used as a guide and a reference during the spring of junior year and the fall of senior year.

The college admissions process can seem very confusing but we have tried to simplify it for you. Our hope is that you will be able to use this booklet as a resource for all the pieces of the college application process. However, the best way to really be on top of your game is to meet with your Guidance Counselor **OFTEN!**

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A TIMETABLE FOR COLLEGE-BOUND STUDENTS

This is a general timetable of activities relating to the college admissions process. Even if you are not thinking about college, many of these steps are important to your future.

Junior Year

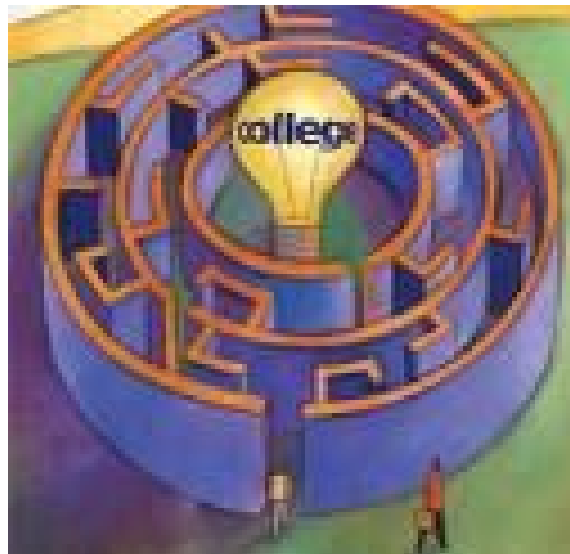
Spring

- Meet with your Guidance Counselor!!!
- Attend Junior Planning Night with your parent/guardian.
- Review your transcript with your Guidance Counselor.
- Select appropriate courses for your senior year to meet Keefe graduation requirements and college entrance requirements.
- **Register for College Standardized Tests if planning to go to a 4-year college upon graduating from Keefe.**
 - **Options Include:**
 - The May/June SAT Reasoning at www.collegeboard.com
 - The June/July ACT at www.act.org
 - Fee waivers are available for any student on free/reduced lunch
 - Practice booklets are available in the Guidance Office
 - The TOEFL at www.toefl.com (for some students whom English is their second language)
 - SAT Subject Tests (only required by some colleges/universities)
- Think about which colleges you'd like to explore.
- Research colleges using your Naviance Account:
 - <http://connection.naviance.com/jpkths>
- Begin to make a list of colleges and/or programs that fit your criteria and future goals (Anywhere between 5-15 colleges).
- Attend local college fairs to examine a wide variety of schools.
- Visit college campuses, particularly over April vacation and the summer.
- **Ask TWO teachers for letters of recommendation before summer.**
 - This is a good idea regardless of your future plans; colleges and employers may ask for references.

Summer

- If you are an athlete planning to continue playing a sport in college (Division I or II), register with the NCAA Clearinghouse (www.ncaaclearinghouse.net).
- Find a full-time or part-time job, or participate in a camp or summer college program.
- Continue to visit college campuses on your list. Take campus tours, and make appointments to have interviews with the admissions department for schools you plan on applying to (if requested by the college).
- Update or create a resume – a record of accomplishments, activities, and work experiences you have had since you started high school.

**ENJOY YOUR SUMMER!
KEEP THINKING ABOUT COLLEGES YOU ARE CONSIDERING. GET
A JOB, VOLUNTEER, VISIT SCHOOLS, UPDATE YOUR RESUME,
HAVE FUN!**



Senior Year

September

- Meet with your Guidance Counselor!!!
- Verify you are meeting graduation and college admissions requirements.
- Continue to visit colleges.
- Narrow your list of colleges to 5-8 – divide into realistic, reach, safety, and financially safe schools.
- Request college applications or review applications on-line. Check to see if the school uses the Common Applications (www.commonapp.org).
- Register for the October/November SAT Reasoning, ACT, TOFEL or SAT.
- Register for Subject Tests if necessary.
- Remind/request teacher recommendations to be uploaded to Naviance.
- Start college essays if you haven't already.
- Organize and create a master list of college deadlines and admissions requirements.
- If considering applying early decision/early action, talk to your counselor ASAP!

October

- Remind/request teacher recommendations to be uploaded to Naviance.
- If applying early decision/early action, meet with your Guidance Counselor to submit applications now.
- Sign up for December/January SAT I/II or ACT (if necessary).
- Attend Financial Aid Night and visit the FAFSA website (www.fafsa.ed.gov).
- Start applying for Financial Aid

November

- Continue working on your applications. Make sure that you request with your transcripts to be sent with your Guidance Counselor.
- Remember that first trimester grades will be evaluated heavily, so make sure you do well.
- Apply for Financial Aid

December

- Send final applications with your Guidance Counselor you have ready before the Winter Break (make sure you are aware of any January 1 or January 15 application deadlines).
- Make sure to apply FAFSA web-site: www.fafsa.ed.gov.

January

- Make sure you are on track for graduation and keep your grades up.
- Continue to submit college applications for February 1 and February 15 deadlines.
- Ask your Guidance Counselor to send your first trimester grades to the colleges where you have applied to in December.
- File for Financial Aid on-line.
- If applicable, make sure you check on your NCAA Initial-Eligibility Clearing House forms on-line.

February, March, and April

- Continue to meet with your Guidance Counselor!!!
- Remember to monitor your applications to be sure that all materials are sent and received on time.
- Ask your Counselor to send mid-term grades to any colleges requesting them.
- Decide on the one college you will attend.
- **Don't catch senioritis! Grades still matter!**

May

- **May 1st is the National Deadline** to choose which college you are attending. Make sure you have any forms and deposits you need postmarked by this date to secure your spot (this may include forms regarding on campus housing).
- Request a final transcript from Guidance to be sent to the college you will attend in the Fall.

June

- CONGRATULATIONS!!! You made it through high school. Enjoy your graduation and look forward to college!!!

MASSACHUSETTS STATE UNIVERSITY SYSTEM AND UMASS MINIMUM ADMISSIONS REQUIREMENTS

Minimum Admissions Requirements

These standards represent minimum requirements; meeting them does not guarantee admission.

Freshman Applicants

1. 17 required academic courses
2. A minimum grade point average (GPA) earned in college preparatory courses completed at the time of application.

Academic Course Requirement

Seventeen college preparatory courses distributed as follows. A course is equivalent to one full school year of study.

English: 4 courses

Mathematics: 4 courses (Algebra 1, Geometry, Algebra 2)

Sciences: 3 courses (including 3 with laboratory work)

Social Sciences: 2 courses (including 1 course in U.S. History)

Foreign Language: 2 courses (in a single language)*

Academic Electives: 2 courses (from the above subjects or from the Arts & Humanities or Computer Science)

*Vocational-Technical high school graduates who do not complete the two required college preparatory foreign language courses must complete an additional elective college preparatory course, for a total of three such courses, and satisfy *one* of the following options:

1. Complete at least one unit of foreign language
2. Complete a fourth unit of science, which need not be a lab course or
3. Complete a unit of computer science.

Minimum Required Grade Point Average (GPA) - Weighted: 3.00

The average GPA of admitted students is typically higher than 3.00.

SAT Scores

Applicants who meet the GPA requirement do not have to use the sliding scale for admission, but they must still submit SAT or ACT scores. Please note, some state universities are becoming SAT-Optional. Please make yourself familiar with the SAT requirements for each state university you are considering.

Sliding Scale (used when GPA is lower than 3.00).

No applicant with a high school GPA below 2.00 may be admitted to a Massachusetts State College or to the University of Massachusetts.

Sliding Scale (used when GPA is lower than the minimum required GPA)

If an applicant's GPA falls below the required minimum, a sliding scale will apply. This scale should be used **ONLY WHEN** an applicant's GPA falls below the required minimum for the admission to the state colleges or UMass (3.00).

Sliding Scale for Freshman Applicants to UMass
(Amherst, Dartmouth, Lowell)

High School GPA	SAT Reasoning Must Equal or Exceed <i>(ACT Equivalent in Italics)</i>
2.51-2.99	950 <i>(20)</i>
2.41-2.50	990 <i>(21)</i>
2.31-2.40	1030 <i>(22)</i>
2.21-2.30	1070 <i>(23)</i>
2.11-2.20	1110 <i>(24)</i>
2.00-2.10	1150 <i>(25)</i>

Sliding Scale for Freshman Applicants to a State College
(Fitchburg, Framingham, Massachusetts College of Liberal Arts, Mass Maritime, Mass College of Art, Salem, Westfield, Worcester)

High School GPA	SAT Reasoning Must Equal or Exceed <i>(ACT Equivalent in Italics)</i>
2.51-2.99	920 <i>(19)</i>
2.41-2.50	960 <i>(20)</i>
2.31-2.40	1000 <i>(21)</i>
2.21-2.30	1040 <i>(22)</i>
2.11-2.20	1080 <i>(23)</i>
2.00-2.10	1120 <i>(24)</i>

NCAA REQUIREMENTS FOR STUDENT ATHLETES

The NCAA Initial-Eligibility Clearinghouse is the organization that handles all inquiries regarding an individual's eligibility status for **Division I and Division II** athletic programs. The Clearinghouse operates a separate website at www.ncaaclearinghouse.org which maintains and processes all of the initial eligibility certifications.

To Register with the Clearinghouse

After junior year, students can fill out the online form at the Initial Eligibility Clearinghouse website www.ncaaclearinghouse.org and then bring a signed copy of the Student Release Form to the Guidance Secretary who will mail a copy of your transcript, which will include your final grades through junior year. Your application will not be complete if the Clearinghouse does not have your transcript **AND** SAT results.

For more information:

www.ncaa.org

www.ncaaclearinghouse.org

Customer Service: 877-262-1492, Monday – Friday 8 am – 5 pm Central Standard Time.

TIPS FOR CHOOSING A COLLEGE

In the United States.....

There are over 2000 colleges and universities.

There are hundreds of vocational and technical schools.

They can be:

- In the big city or in farm country
- Close to home or far, far away
- Large or small
- Co-ed or single sex
- Have open admission or be highly selective
- Expensive or cheap (well, lower in cost anyway)

Not to stress you out, but what you do after life at Keefe may be one of the most important decisions you ever make. Whatever you do next, be it college or something else, will influence your lifestyle, values, occupation, place of residence, perhaps even your love life. So now is the time to make thoughtful choices. We encourage you to think about ALL these factors:

Location

Where do you want to go to live and/or go to school? How far away from family and friends do you want to be? How often do you want to be able to come home? Is there a particular region of the country you like? Are you interested in an urban, suburban or rural setting?

Size

Would you prefer a small, medium or large institution? Does size matter to you? How many other students do you want in each of your classes? Do you like “everyone to know your name” or do you like to “get lost in the crowd?”

Cost

How will finances play a role in what you decide to do after Keefe? How much can you and/or your family afford to spend on your education? Will you file a FAFSA? Do you know what kind of financial aid is available to you? Have you thought about loans and payment plan options? Are there scholarship opportunities available to you?

Standards for Admission

Have you investigated how competitive admission is at the schools you are thinking about? Do you know what each school is looking for? Are the schools you are looking at a “good fit” for you? Have you checked to see how your grades and standardized test scores match up with each college’s averages? Do you have a combination of reach, realistic and safety schools?

Safety: Your credentials are higher than the school’s averages. You are confident you will be admitted to this school.

Realistic Acceptance: Your credentials for admission are truly competitive with what a particular school is looking for. You are qualified for admission.

Reach: Your chances for admission are less likely based on your credentials, but there is a possibility of admission. Your credentials are not as strong as the students who are typically admitted, but there is a niche you can fill at that college and you really want to go there.

Choice of Programs:

Have you considered schools that offer programs you're interested in? If you are selecting schools based on a specific academic area, are you sure that's what you want to study? Have you considered the overall qualities of each school? Are you looking for liberal arts, professional training, or both? How important is it for you to have a wide variety of choices in terms of majors and courses?

Some Other Important Questions to Ask Yourself

- What do you want from your college experience?
- In what type of environment do you learn best and feel the most comfortable?
- Do you thrive in a competitive environment or do you prefer a more relaxed laid back approach?
- Do you like lots of different kinds of people or are you more comfortable with people who are like you?
- What are your goals and values?
- Does the school provide adequate academic and social support services?
- How will you define your success after high school?

Resources for Finding Schools that Work for You

Naviance <http://connection.naviance.com/jpkths>

College Board: www.collegeboard.org

Petersons: www.petersons.com

There are tons of books on colleges in the Keefe Guidance Office on colleges and picking a College Major. Make an appointment with your counselor and take a look!

TOP 10 TIPS ABOUT COLLEGE VISITS

The college visit is very important! You should check out a variety of schools to see where you might like to spend the upcoming years. Here are 10 things you should think about when checking out campuses.

1. DO RESEARCH ON SCHOOLS TO DECIDE WHERE TO VISIT.
2. FIND OUT WHEN COLLEGES HAVE OPEN HOUSES.
3. START VISITING COLLEGES DURING YOUR JUNIOR YEAR, WHEN THESE SCHOOLS ARE STILL IN SESSION.
4. LEARN WHAT COLLEGE ADMISSIONS FOLKS ARE LOOKING FOR IN AN APPLICANT.
5. FIGURE OUT IF THE SCHOOL IS A PLACE YOU WOULD WANT TO LIVE FOR FOUR YEARS.
6. CHAT WITH CURRENT STUDENTS TO GET THE INSIDE SCOOP.
7. ASK LOTS OF QUESTIONS!!
8. TAKE TIME TO VISIT A DEPARTMENT, CLUB, OR ACTIVITY YOU MAY BE INTERESTED IN.
9. IN A NOTEBOOK, WRITE DOWN YOUR IMPRESSIONS ABOUT THE DIFFERENT SCHOOLS YOU VISIT. IT WILL HELP YOU REMEMBER WHAT YOU LIKED AND DISLIKED ABOUT EACH SCHOOL
10. WHEREVER YOU GO, WHATEVER YOU DO, MAKE SURE TO PRESENT YOURSELF WELL.

STANDARDIZED TESTS 101

College admission tests provide very important information for you as well as for colleges. Your scores give you a way to compare yourself with students already attending the colleges you are considering. They are also a way to show what you've achieved and learned throughout your academic life. Your scores give colleges a way to compare you with other students nationally.

SAT Reasoning Test

- 3 hour, multiple choice, which measures reading, writing/language, mathematical abilities with an optional essay (50 minutes).
- Administered seven times a year on Saturday mornings. It is given at local area high schools in October, November, December, May, and June.
- We recommend all juniors take the SAT Reasoning Test in May or June and seniors in October.
- Register online at: www.collegeboard.org.

SAT Subject Tests

- One-hour tests in particular subject areas. A person is able to take three subject tests on the same day.
- Not all colleges require SAT II. Check to see if the colleges you are interested in require them.
- We recommend you take each test when the subject matter is freshest in your mind. For example, if you are taking Chemistry this year and are doing well in it, you may want to take that test at the end of this year.
- For courses that are continuing (Spanish, for example), you should plan on taking the test after at least two years of formal study. Register in the same way you signed up for the SAT Reasoning Test.

SAT Reasoning and Subject Test Calendar, Spring 2017

April 6, 2018 is the deadline to register for the **May 5, 2018**

May 3, 2018 is the deadline to register for the **June 2, 2018** * **this is the day of the Keefe Tech graduation, so if you plan on going, this wouldn't be a good option.**

* Check www.collegeboard.org for Fall 2018 test dates and deadlines

SAT Registration

- Online: www.collegeboard.org it cost \$54.50 to take the SAT
- Mail: Please see the SAT Registration Booklet
- Fee Waivers: Please see your Guidance Counselor (You are eligible if you qualify for free or reduced lunch at Keefe Tech)

The American College Testing Program (ACT)

Alternative to the SAT. The ACT is a national college admission examination that consists of subject area tests in: English, Mathematics, Reading, and Science.

The ACT Plus Writing includes the four subject area tests and a 30 minute Writing Test. ACT results are accepted by virtually all U.S. colleges and universities. The ACT includes 215 multiple-choice questions and takes approximately 3 hours and 30 minutes to complete with breaks (or just over four hours if you are taking the Writing Test). Actual testing time is 2 hours and 55 minutes (plus 30 minutes if you are taking the Writing Test).

In the U.S., the ACT is administered on five national test dates—in October, December, February, April, and June. In selected states, the ACT is also offered in late September. The basic registration fee includes score reports for up to four college choices for which a valid code is listed at time of registration. You can obtain information about the ACT at www.act.org or in the Guidance Office.

2017 Spring ACT Test Dates

March 9, 2018 is the deadline to register for the **April 4, 2018 ACT**

May 4, 2018 is the deadline to register for the **June 09, 2018 ACT**

In order to register for the ACT go to www.actstudent.org

It costs \$62.50 to register for the ACT Plus Writing Exam

It costs \$46.00 to register for the ACT w/o Writing

Test of English as a Foreign Language (TOEFL)

- Many colleges require either the TOEFL of all applicants whose first language is not English. Check with each of your colleges to find out their own individual requirements.
- The TOEFL is taken in addition to the SAT's.
- You can obtain information about the TOEFL at www.toefl.com or the Guidance Office.
- This is a complicated registration process...START EARLY and work with your Guidance Counselor!!!

ADMISSIONS LINGO

Associate's Degree = A degree granted by a college or university after the satisfactory completion of the equivalent of a two-year, full-time program of study (or its part-time equivalent).

Bachelor's Degree = A degree granted by a college or university after the satisfactory completion of a four-or five-year, full time program of study (or its part-time equivalent).

CEEB Code for Keefe Tech is 220854

Common Application = The standard application form accepted by many colleges and universities.

CSS Profile = A form required by many private institutions for financial aid purposes.

Deferred Admissions = The practice of permitting students to postpone enrollment, usually for one year, after acceptance to college.

Dual Enrollment = The practice of students enrolling in college courses while still in high school.

Early Action = Students who apply under a college's early action plan receive a decision earlier rather than the standard response date **but are not required** to accept the admission offer or to make a deposit prior to May 1.

Early Decision = Students who apply under a college's early decision plan **commit** to enroll at the college if admitted and offered a satisfactory financial aid package.

Free Application for Federal Student Aid (FAFSA) = A form completed by all applicants for federal student aid. Forms may be filed any time after January 1 of the year for which one is seeking aid.

Honors Program = Any special program, offered by some colleges, for high achieving students that offers the opportunity for educational enrichment, independent study, acceleration, or some combination of these.

Liberal Arts = The study of the humanities (literature, the arts, and philosophy), history, foreign languages, social sciences, mathematics, and natural sciences.

Open Admission = The college admissions policy of accepting virtually all applicants with high school diplomas or their equivalent: generally offered by community college.

Reserve Officer's Training Corps (ROTC) = Programs conducted by certain colleges in cooperation with the United States Air Force, Army, and Navy. Naval ROTC includes the Marine Corps (the Coast Guard and Merchant Marines do not sponsor ROTC programs).

Rolling Admission = An admission procedure by which the college considers each student's application as soon as all the required materials have been received. The college usually notifies an applicant of its decision without much delay.

Transcript = A copy of a student's official academic record listing all courses taken and grades received.

Wait List = A list of students who meet the admission requirements, but will only be offered a place in the class if space becomes available.

HOW COLLEGES CHOOSE CANDIDATES

Scholastic Record/Transcript – The quality of work you have done in high school is the single MOST IMPORTANT factor in the admissions process. It is imperative that admissions people see an academic program that incorporates both challenging courses and good grades.

Senior Schedule and Course Grades – Colleges expect that you will continue to challenge yourself during your senior year of high school. Your senior schedule should be thoughtfully considered and include rigorous coursework. Admissions Officers also expect that you will continue to take the senior courses indicated in your application. Many schools use your senior grades as an indicator of potential success in college level classes so you want to do your best throughout the entire year. Your grades as a senior are particularly important if you have struggled previously in your academic career.

Standardized Test Scores – How much emphasis is placed on standardized test results depends on each college's admissions policy. It is important to remember that test scores are a part of the total applicant profile. They compare you to other students in your age group nationwide. At most colleges test scores alone do not exclude a student from admission. Just an FYI...there are some schools that do not require Standardized Tests. These schools include all Massachusetts state 2-year colleges (i.e. Mass Bay, Quinsigamond)

The Essay - Many colleges and job applications require an applicant to write an essay. It is generally written on a specific topic and is carefully read by a committee. Your essay should be well thought out, well written, and proofread, perhaps by an English teacher. **You will work on your essays in English class. Take advantage of the help!!**

Recommendations – Colleges will request one or more individual teacher's evaluations. Forms for these recommendations are included in the application packet. It is the student's responsibility to ask teachers early so he/she has time to write thoughtful letters. A college may also require a descriptive statement by your Guidance Counselor (a good reason to meet with your counselor – so he/she can write a glowing report about how great you are, if you need it!). **ASK EARLY!**

Extracurricular Activities – Colleges are not necessarily looking for a long list of activities. They tend to prefer in-depth participation and leadership in a few areas of interest. They want to know that you have initiative, curiosity, and motivation beyond your studies. They are hoping to find people who will come to their school and be an involved member of their community.

The Interview – You will need to find out whether or not an interview is required at the colleges to which you apply. You can schedule informational interviews at colleges during the summer months. This can help you get your questions answered and assist in your decision-making process. You may be required to have an admissions interview after you send in your application. Some colleges will ask you to meet with an alumni/alumnae interviewer after you apply to a college. Whoever you meet with...be yourself!

Marked Improvement in School Achievement from Year to Year - Maybe your junior and senior year grades are stronger than they were freshman and sophomore year. Perhaps you've gone up a level in some courses. This shows that you are growing as an individual, taking your academics seriously, and challenging yourself!

Community Service – Colleges like to see that you are committed to the world around you. Thoughtful commitment to a cause or social issue shows depth and integrity.

Academic and Personal Integrity – Admissions representatives look for applicants who will positively contribute to their campus community, inside and outside of the classroom. In other words, they want good, honest, hard-working students like you!!!

Neat and Accurate Application – Make sure everything is included and is presented without rips, stains, misspelled words, etc...

Special Talent – If there is something unusual, different, or exciting about you that sets you apart from other candidates, make sure to share that information. It could produce a favorable decision for you; colleges and employers like interesting students.

SOME THOUGHTS ON INTERVIEWS

In an interview, you naturally want to do what you can to make a good impression on the interviewer. An admissions person can know only what you tell them about yourself by the way you look, act, and answer questions.

Here are some things to think about:

1. Dress neatly.
2. Be on time.
3. Don't chew gum.
4. Know the college.
5. Greet the receptionist.
6. Wait patiently.
7. Shake hands with the interviewer.
8. Maintain eye contact.
9. Try to control any nervous behavior.
10. Be thoughtful about your answers to questions.
11. Sit up and have good posture.
12. Talk about what you do well.
13. Know your academic record.
14. You can bring a student copy of your transcript with you.
15. Be prepared to talk about why you are interested in this college.
16. Be yourself at all times.
17. Make sure that you note your interviewer's name and contact info by obtaining a business card.
18. Send a handwritten thank you note!

Some Questions You May Be Asked:

- Why are you considering this college?
- What are your career goals?
- What are your strengths?
- What are your weaknesses?
- What will you bring to our school (skills, interests, talents)?
- What do you consider your greatest accomplishment?
- What is the most important thing you've learned in high school?
- How would your best friend describe you?
- What newspaper, magazines, books do you read?
- To which other schools are you applying?
- Where does our school fall on your list?

Some Questions You Could Ask:

- What would a typical freshman schedule look like?
- What is the typical size of a freshman English class?
- What are the residence halls like? Is housing guaranteed for freshman?
- What percent of the student body lives on campus?
- What percent of students receive financial aid?
- What is your retention rate?
- How is a faculty advisor assigned?
- What type of person does well at this institution?

THE DREADED COLLEGE ESSAY

We recognize that the essay can be a major source of stress but if you put in some time writing your essay; it will be done before you know it. Let's get started!!

STEP 1: Brainstorming an Essay Topic

The most important part of your essay is the subject matter. Make sure to take some time to brainstorm ideas. Here are some questions that might spark some ideas:

- What are your major accomplishments, and why do you consider them accomplishments?
- Does any attribute, quality, or skill distinguish you from anyone else?
- How did you develop this attribute?
- Consider your favorite books, movies, works of art, etc. How have these influenced your life in a meaningful way? Why are they your favorites?
- What was the most difficult time in your life and why? How did it change your perspective on life?
- Have you ever struggled for something and then succeeded? What was it that made you successful?
- Have you experienced a moment of epiphany when your eyes were opened to something new and it made you realize something about yourself or the world.
- What are your most important extracurricular or community activities? What made you join these activities? What made you your involvement in them?
- What are your goals and dreams for the future? How does this particular university fit into your plans?

If you have writer's block, consider these options:

1. Ask for help from parents, friends, and teachers
2. Consider your childhood.
3. Consider your role models.
4. Look at topics on common app website or specific school applications

STEP 2: Selecting an Essay Topic

You must now confront the underlying problem of the admissions essay. You must consider topics that will allow you to synthesize your important personal characteristics and experiences into a coherent whole while simultaneously addressing your desire to attend a specific institution. While most admissions essays allow great latitude in topic selection, you must also be sure to answer the questions that were asked of you. Leaving a lasting impression on someone who reads 50 to 100 essays a day will not be easy, but we have compiled some guidelines to help you get started. Consider the following questions before proceeding:

- Have you selected a topic that describes something of personal importance to your life?
- Is your topic a gimmick? That is, do you plan to write your essay in iambic pentameter or make it funny? We don't advise it as nothing is worse than having an admissions officer misunderstand what you are trying to say.
- Does your essay give new and important information about who you are? It should.
- Have you used vivid supporting details and concrete examples to support your essay topic?
- Can you keep the reader's interest?
- Is your topic overdone?
- Is your topic controversial? If so, you must acknowledge counter arguments without sounding arrogant.
- Will an admissions officer remember your topic after a day of reading hundreds of essays?

STEP 3: Writing the Essay

- Make sure you fully answer the question completely.
- Be original and be yourself.
- Big words don't necessarily mean good words.
- Use imagery and clear vivid prose.
- Spend the most time on your introduction and conclusion.
- Use transitions.
- Share your draft with your English teacher.
- Revise, Revise, Revise!!!

Internet Resources

There are many web sites that can help in your future planning. Although Keefe Tech does not specifically endorse any of the following sites, you may find them very helpful. Also, beware of scholarship scams. We do not recommend paying for scholarship information.

College Search/Career

www.collegeboard.org	College search engine, online registration for the SAT, SAT Subject Tests, CSS Profile.
www.princetonreview.com	College search information (including Counselor-O-Matic).
www.bls.gov/oco	Occupational Outlook Handbook information.
www.collegeweeklive.com	Virtual college fair. View live streaming presentations. Live chat with current students.
www.nces.ed.gov/collegenavigator	A college search provided by the federal government.
www.mass.edu	The Mass. Board of High Education's home page with information about higher education and admissions requirements at the state universities
www.fairtest.org/university/optional	Lists colleges where the SAT/ACT is optional.

Testing Information

www.collegeboard.org	Register for the SAT Reasoning Test and SAT Subject Tests.
www.actstudent.org	Register for the ACT Exam.
www.toefl.org	Register for the Test of English as a Foreign Language. Recommended for students whose first language is something other than English.
https://www.khanacademy.org/test-prep/sat	Free SAT test prep in collaboration with the CollegeBoard.
http://ineedapencil.ck12.org/	Free SAT prep.

Alternative Post-Graduate Options

www.interimprograms.com
www.outwardbound.com
www.nols.edu
www.earthwatch.org
www.afs.org
www.cns.gov

www.cityyear.org
www.dynamy.org

Center for Interim Programs
Outward Bound
National Outdoor Leadership School
Volunteer Scientific Field Research
AFS Intercultural Programs
Corp. for National and Comm.
Service
City Year
Internship Programs w/Dynamy

The Armed Forces

www.goarmy.com
www.navy.com
www.marines.com
www.af.mil
www.uscg.mil

Army
Navy
Marines
Air Force
Coast Guard

Financial Aid/Scholarships

www.fafsa.ed.gov
www.collegeboard.com
www.fastweb.com
www.mefa.org

Federal Financial Aid form (FAFSA)

Fill out the CSS Profile

National/local scholarship info.

Massachusetts Educational
Financing Authority

Miscellaneous

www.nacacnet.org
www.ncaa.org
www.makoa.org/education.htm
www.hillel.org
www.christiancollegesearch.com
www.catholiccollegesonline.org
www.greekpages.com

The National Association of College
Admission Counseling homepage.
Information regarding eligibility for
college bound athletes
Links to resources for the learning
disabled.
Information about Jewish life on
college campuses.
Information about over 700
"church related" colleges
A comprehensive listing of Catholic
colleges and universities.
A listing of national and local
fraternity and sorority chapters.