



**WEST AURORA HIGH SCHOOL**  
**Program Services Guide**



## Contents:

**College and Career Center** - The center is a comprehensive site that provides students with support and a variety of resources and tools such as; the college search and selection process, personality and career assessments, financial aid assistance, and job shadowing opportunities. Our goal is to assist our students in becoming college and career ready.

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**Group Services** - Currently West High offers 10 different social/emotional group counseling services for our students to participate in. Most groups are offered throughout the school year and rotate through a student's class schedule.

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## West Aurora High School College and Career Center

For further information regarding the College and Career Center at West High please contact:

Sue Fowler, College and Career Coordinator

(630) 301-6664

[sfowler@sd129.org](mailto:sfowler@sd129.org)

### **Location: Sue Fowler**

Nexus—CCRC

**Hours:** Monday – Friday: Periods 4-7 (Drop-in, no appointment necessary)

Periods 1, 2, 3, 8 and before/after school by appointment

(refer to page 5)

Stacey Enslen, Career and Job Placement Specialist

(630)301-5619

[senslen@sd129.org](mailto:senslen@sd129.org)

### **Location: Stacey Enslen**

Nexus--CCRC

**Hours:** Monday- Friday: Periods 5-7 (Drop-in, no appointment necessary)

Periods 4 and 8 by appointment

*To schedule an appointment, drop-in CCRC or e-mail me.*

**At the college and career center, students are introduced to the online *Naviance Program*.**

**West Aurora High School has selected Naviance Family Connection to assist us and our students in managing the college and career planning process.**

*This program will be part of their college and career exploration while at West Aurora High School.*

### **Introduction to Naviance:**

- Registration
- How to use Naviance for college and career exploration plus success planning

### **Naviance Assessments:**

- Myer-Briggs Personality testing
- Career interest Inventories
- Learning Style Inventory
- Strengths Explorer
- MI Advantage

### **Other:**

- Requesting Transcripts
- Utilizing features of program

## **SERVICES PROVIDED AT THE COLLEGE AND CAREER CENTER**

*Students are encouraged to explore their personalities, strengths, and interests to better understand who they are to prepare for college and career decisions.*

### **College Assistance:**

- Test Prep
- College search and selection process
- Application process
- Financial aid (including **HOW** to fill out FAFSA, grant applications, and verification)
- Scholarships
- Personal Statement and Essays
- Resources for scholarships
- Interviews
- Resources

### **Career Assistance:**

- Personality testing
- Career Interest Inventories
- Information on job outlook, salary range, conditions/requirements
- Resumes
- Job Shadowing Opportunities
- Cover letters
- Interviews
- Job Application
- Internships
- Job Placement

### **Additional Services for Success:**

- Assistance with educational goal setting
- Learning and application of test-taking strategies
- Interpretation of career assessments
- Interpretation of standardized testing, including PSAT, ACT, and SAT.
- College and university information, including course catalogs and brochures
- Guidance for writing admissions' essays.



West Aurora High School  
Mrs. Sue Fowler  
College and Career Coordinator

### **College and Career Center Appointment Request**

Individual appointments are available during periods 1,2,3, and 8 on Mondays, Tuesdays, Wednesdays, Thursdays, Fridays and before/after school. These appointments are generally scheduled during your IA or lunch/SH.

*\*The College and Career Center is open during all lunch and study hall periods—drop-in. No appointment necessary.*

The appointment is intended for you to ask questions and receive college/career assistance depending upon your individual circumstance.

#### **In order to schedule an appointment:**

- 1) Email me preferred time/date. [sfowler@sd129.org](mailto:sfowler@sd129.org)
- 2) Message me via Schoology preferred time/date.
- 3) Stop by the College & Career Center.

**Once your appointment time is confirmed, follow the link to complete the form. The form needs to be filled out prior to appointment. You may also see Mrs. Fowler in CCRC to request a form.**

[bit.ly/waccrc\\_appt19\\_20](https://bit.ly/waccrc_appt19_20)



## Frequently Asked Questions

### **Naviance**

#### **What is Naviance?**

*A web-based tool for college, career and success planning*

#### **How do I access Naviance?**

*Website—[bit.ly/wanaviance](http://bit.ly/wanaviance)*

*Email: [ID#@sd129.org](mailto:ID#@sd129.org)*

*Password: ID#*

#### **How can I use Naviance for career planning?**

*Naviance has a variety of assessments that help students determine their interests, passions, skills and strengths to explore career clusters and pathways. Under the career tab, students can explore and research information regarding specific careers and clusters. In addition, RoadTrip Nation provides over 3,500 videos about leaders who have built their lives around their interests and passions. RoadTrip Nation showcases stories about triumph, struggle and self-discovery.*

#### **How can I use Naviance for college planning?**

*Under the college tab, this research tool provides information on thousands of colleges. In addition to general and admissions information, further data is presented on academics, cost and financial aid, student body characteristics, extracurricular and athletic programs. A link to each college is provided as well.*

#### **How can I use Naviance for success planning?**

*Naviance can help students set personal goals and create to-dos for themselves. Additionally, tasks can be assigned to help students reach goals to become college and career ready.*

### **Career**

#### **Where do I go to find employment, job shadowing, and/or internship opportunities?**

*CCRC—See Mrs. Enslen.*

#### **Where can I get assistance with building a resume and writing a cover letter?**

*CCRC—See Mrs. Enslen or Mrs. Fowler*

#### **Besides Naviance, where else can I get information on potential careers?**

*CCRC—See Mrs. Enslen or Mrs. Fowler for resources.*

## College

### **How do I send my transcripts?**

*In your Naviance account, click on the college tab. On the far left side, under resources, click on transcripts. Click on “request transcripts for my college applications”. See Mrs. Fowler if you have questions.*

### **Where do I go for scholarship information?**

*CCRC—See Mrs. Fowler or Mr. Gatbunton (Tradition House). In addition to Naviance, there are a variety of sites available, including College Greenlight and Fastweb.*

### **Where can I get fee waiver for SAT or ACT?**

*CCRC—See Mrs. Fowler. You are eligible for a fee waiver if you receive FREE or REDUCED lunch.*

### **Where can I get an application fee waiver?**

*CCRC—See Mrs. Fowler or your counselor. You are eligible for a fee waiver if you receive FREE or REDUCED lunch.*

### **Where can I get assistance with paying for college?**

*CCRC—See Mrs. Fowler. Information regarding the financial aid process and options, including FAFSA support are available. Additionally, Meghan Chrum, our ISAC Rep (Illinois Student Assistance) is available each Wednesday from 10:00 am – 2:00 pm.*

## **Other:**

### **What if I do not have any goals after high school?**

*In addition to your counselor, the CCRC can help you set goals, develop a post-secondary plan, and execute your plan.*

### **How do I sign up for college rep visits in the library?**

*College rep visits take place on Tuesdays-Thursdays in the library (during lunch/SH hours). To register, sign-up through Naviance. If during an academic class, you must have a pass from teacher. Questions? See Mrs. Fowler in CCRC.*

## WEST AURORA HIGH SCHOOL GROUP SERVICES

For further information on the group services offered at West High please contact:  
Kelly Jacobson, Student Assistance Program Coordinator  
(630) 301-5529  
Kjacobson@sd129.org

### **Acceptance**

This group is designed for students who identify as Gay, Lesbian, Bisexual, Asexual or Transgender. Students will gain support, resources, and acceptance through the group process.

**Referral sources:** Student, Staff, Parent, Teacher

**Length of group:** Year long

(Group opens for new members at the start of the school year, and mid-year)

**Facilitated by:** Communities in Schools

**Meeting times:** Weekly, sessions follow a rotating class schedule

### **Athlete Huddle**

This group is designed to support student athletes by exploring skills and topics related to time management, pressure, leadership, balance, family, identity, and your sport beyond high school.

**Referral sources:** Student, Staff, Parent, Coach

**Length of group:** 10 Weeks

**Facilitated by:** Kelly Jacobson and Kara Blaha

**Meeting times:** Weekly, sessions follow a rotating class schedule

### **In Control**

This group is designed to support students who have demonstrated or experience escalated feelings of anger and frustration. Students may have obtained behavior referrals that may lead to Out of School Suspensions. Students are taught new strategies to assist in better understanding and coping with their feelings, behaviors, and reactions to stressors and everyday life events.

**Referral sources:** Student/House Staff/Parent

**Length of group:** 10 weeks

**Meeting times:** Weekly sessions follow a rotating schedule

**Facilitated by:** WAHS Student Assistance Program Coordinator (Kelly Jacobson)

### **Inspire**

This group is designed to support female students who have recently become parents or are currently expecting a child. This group runs weekly and accepts new students throughout the school year. During group, students have the opportunity to share relevant resources, offer support, and cope with new challenges and changes that one experiences related to pregnancy and parenthood. Community agencies often present on topics during group in addition to offering services to further bridge the connection of support to students. The focus of the group is to support graduation and school attendance for all students. A school social worker and social work intern facilitate the group.

**Referral sources:** Student, Staff, Parent

**Length of group:** Entire School Year

**Facilitated by:** Alina Cyrus, Character House Social Worker

**Meeting times:** Weekly, rotating periods 2-8

**Start Dates:** Group is open all year to new members and all students are welcome

### **Peace Group**

This group is designed to support students that experience anxiety and depression. In this group, students will be taught the foundations of mindfulness and skills to challenge negative thoughts. Throughout the group experience students support one another to validate their experiences and connect through shared experiences and feelings.

**Referral sources:** Student, Staff, Parent

**Length of group:** 10 weeks

**Facilitated by:** Student Assistance Program Coordinator, Kelly Jacobson

**Meeting times:** Sessions follow a rotating schedule

### **Project Hope**

This group is designed to support students who are coping with feelings of grief due to experiencing the loss of a close friend or family member. Loss of a loved one could include; death, deployment, incarceration, and deportation.

**Referral sources:** Student, Staff, Parent

**Length of group:** 6 weeks

**Facilitated by:** Fox Valley Hands of Hope

**Meeting times:** Rotating through lunch periods

### **Refresh**

This group is designed to assist students who have recently been discharged from behavior health services in addition to students that experience significant mental health concerns. This group will follow a curriculum derived from the DBT Skills Training Manual written by Marsha Linehan. Skills taught will include: mindfulness, interpersonal effectiveness skills, emotional regulation skills, and distress tolerance skills.

**Referral Sources:** House Staff

**Length of group:** 10 Weeks

**Facilitated by:** Aunt Martha's Youth Services

### **SPARCS**

This group is designed to support students that have experienced significant trauma. In this group, students are taught communication and coping skills to cope with ongoing stress experienced.

**Referral sources:** Student, house staff, parent

**Length of group:** 10 weekly sessions

**Facilitated by:** Aunt Martha's Youth Services

**Meeting times:** Weekly, sessions follow a rotating schedule

### **Sigma Upsilon**

This group is designed to address topics that can assist our students to identify and build on personal strengths while exploring self-esteem, healthy relationships, conflict resolution, and tools to cope with stress experienced. The goal of the group will be to provide the students selected; a space to explore current issues that they are faced with, while learning new strategies to cope appropriately and gain opportunities for school connectedness and increased academic and personal. Through the inclusion of new students, older students will be taught and given the opportunity to provide mentorship roles for the younger students.

**Referral sources:** House Staff, Parent, Student

**Length of group:** Year long

(Group opens for new members at the start of the school year, and mid-year)

**Facilitated by:** WAHS Student Assistance Program Coordinator

**Meeting times:** Friday- Sessions follow a rotating schedule

### **De-Stress**

This group is designed to assist one gaining a comprehensive understanding of stress. Group topics will assist students in developing tools and increasing awareness to reduce feelings of stress experienced and begin to cope both productively and independently.

**Length of group:** 8 Weeks

**Facilitated by:** Kelly Jacobson, Student Assistance Program Coordinator

**Meeting times:** The group will rotate during class periods