Pottsgrove High School Post-Secondary Planning Guide



Pottsgrove High School Guidance Department

PLANNING YOUR FUTURE

This Planning Guide is designed to help you explore your post secondary options. The process is different for each student. Whether you are bound for college, technical school, the military, a job, or taking a year off; the information contained in these pages will make the decision-making process at this critical stage of your life a little easier. Use this booklet as a guide. Talk with your parents, counselors, teachers, and friends about future recommendations.

You and your parents are encouraged to meet with your counselor, who will help you establish some direction in your planning. With you, your parents, and your counselor working together, the transition to your post-secondary plans will be a rewarding experience.

School Counselors

Mrs. Jill Bossler – Students with last names A – E
Mr. Stephen Kincaid – Students with last names F – Le
Mrs. Kyra Ebert – Students with last names Li – Ror
Mrs. Lisa Childs – Students with last names Ros – Z

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A. Guidance Office

The Guidance Office is a college and career resource center for Pottsgrove students and parents. Information on the following can be found in the Guidance Office:

- Standardized Tests
- Colleges
- Majors
- Careers
- Financial Aid
- Scholarships
- Military Options

Students are encouraged to utilize the Guidance Office during their study halls to begin identifying potential post-secondary options, to research colleges, admissions requirements, work on applications, etc.

College admissions counselors will also visit Pottsgrove to meet with prospective students. These small group presentations will be held in the Guidance Office.

Students are also encouraged to use the computers available in the Guidance Office to access Naviance/Family Connection, work on their student resume and their college essays.

Please be sure to take advantage of this resource during your time at Pottsgrove.

B. NAVIANCE/FAMILY CONNECTION



Naviance/Family Connection is a college and career readiness program that helps connect academic achievement to post-secondary goals. Its comprehensive college and career planning solutions optimize student success, enhance school counselor productivity, and tracks results for school and district administrators. Students are first introduced to Naviance/Family Connection during their freshman year and will continue to use the program until graduation.

Students are encouraged to access Naviance/Family Connection to:

- ✓ Research colleges, majors, and careers
- ✓ Complete interest inventories to identify potential careers

Students will use Naviance/Family Connection to:

- ✓ Request and track transcripts for colleges and NCAA
- ✓ Request teacher and counselor letters of recommendation
- ✓ Sign up for college admission presentations being held at Pottsgrove

Students can also see:

- ✓ Average GPA, SAT, and ACT scores of Pottsgrove students who have applied to a specific college
- ✓ The number of Pottsgrove students from a specific class applied to a college



Freshmen Welcome to Naviance/Family Connection

* All highlighted tasks should be completed by year end.

About Me Tab

- Resume - Begin tracking your extra-curricular activities, sports, community service, etc. Colleges are looking for your high school activities, jobs and accomplishments.
- This is the year to really begin to figure out what you want to do when you grow up! Begin by completing the following:
  - "**Learning Styles Inventory**" – This will help you identify the best learning environment for you!
  - "**Strengths Explorer**" – Find your talents.

Careers Tab-

- Complete "**career cluster finder**" – Based on things you like find the cluster of careers that will fit your interests best.
- Click on **Road Trip Nation** and then "**What's Your Road**" – Answer three short questions to find leaders in our nation who have goals like you. Pick the leader(s) that interest you find out about his/her road.
- "***Explore Careers and Clusters***"- use this option if you know of a specific career or career category.
  - You can add careers to your saved list by clicking the "add to my list" at the top of the page where you will find the career description. When researching careers; other related careers and suggested majors will be listed to provide you with other options
- ***Save potential careers***

College Tab

- ***College Search***- select criteria specific to you such as location, major, size, etc. to provide you with a list of schools that match specifically what you are looking for in a college
- ***College Compare***- you can list up to 10 schools to compare
- ***College Resources***- offers websites for college, career, and financial planning
- ***College Maps***- map showing where previous Pottsgrove students have been accepted, where they are attending, and most popular schools where PG students applied
- ***Acceptance History***- provides statistical data on acceptance from previous Pottsgrove students
- ***Scattergrams***- graph that provides statistical information to compare yourself with previous PG students who have been accepted at the college you are considering (this area is still "under construction" because more data needs to be provided from the current senior class)
- ***Save potential colleges***
- ***Enrichment Programs***- summer pre-college experience and leadership seminars for high school students



Sophomores Welcome to Naviance/Family Connection

* All highlighted tasks should be completed by year end.

Accessing Your Account

- https://connection.naviance.com/family-connection/auth/login/?hsid=pottsgroveshs
- Enter your email address and the password you created
- If you forget password, click "I forget password" in order to reset your account

About Me Tab

- Resume - continue tracking your extra-curricular activities, sports, community service, jobs (including supervisor information for references), etc.

Careers Tab

- Complete the "***personality type***" survey – Find out what majors and careers match your personality
- Click on **Road Trip Nation** and then "**What's Your Road**" – Answer three short questions to find leaders in our nation who have goals like you. Pick the leader(s) that interest you find out about his/her road.
- "***Explore Careers and Clusters***"- use this option if you know of a specific career or career category.
  - You can add careers to your saved list by clicking the "add to my list" at the top of the page where you will find the career description. When researching careers; other related careers and suggested majors will be listed to provide you with other options
- ***Save potential careers***

College Tab

- ***College Search***- select criteria specific to you such as location, major, size, etc. to provide you with a list of schools that match specifically what you are looking for in a college
- *Complete* ***Super Match College Search***. – You should complete a minimum of one college search. Multiple College searches can be very helpful. You can save the by name. Some ideas are "Big Schools", "Pennsylvania Schools", "Reach Schools" etc.
- ***College Compare***- you can list up to 10 schools to compare
- ***College Resources***- offers websites for college, career, and financial planning
- ***College Maps***- map showing where previous Pottsgrove students have been accepted, where they are attending, and most popular schools where PG students applied
- ***Acceptance History***- provides statistical data on acceptance from previous Pottsgrove students
- ***Scattergrams***- graph that provides statistical information to compare yourself with previous PG students who have been accepted at the college you are considering (this area is still "under construction" because more data need to be provided from the current senior class)
- ***Save potential colleges***
- ***Enrichment Programs***- summer pre-college experience and leadership seminars for high school students



Juniors Welcome to Naviance/Family Connection

* All highlighted tasks should be completed by year end.

Accessing Your Account

- **https://connection.naviance.com/family-connection/auth/login/?hsid=pottsgroveshs**
- Enter your email address and the password you created
- If you forget password, click "I forget password" in order to reset your account

About Me Tab

- ***Resume***- continue tracking your extra-curricular activities, clubs, community service, jobs etc.
- *Begin to fill out the* ***"Recommendation Brag Sheet."*** This must be accurate and complete for fall of your senior year in order for teachers to write letters of recommendations for you.

Careers Tab

- Complete the "***career interest profiler***" –Find out the careers that are good fits for you.
- "***Explore Careers and Clusters***"- use this option if you know of a specific career or career category
    - You can add careers to your saved list by clicking the "add to my list" at the top of the page where you will find the career descripton. When researching careers; other related careers and suggested majors will belisted to provide you with other options
- ***Save potential careers***

College Tab

- ***College Search***- select criteria specific to you such as location, major, size, etc. to provide you with a list of schools that match specifically what you are looking for in a college
- *Complete* ***Super Match College Search***. – You should complete a minimum of one college search. Add to your lists from last year. Some other ideas are "Small Schools", "Safety Schools", "Schools that have i.e Lacrosse, Marching Band etc."
- ***College Compare***- you can list up to 10 schools to compare
- ***College Resources***- offers websites for college, career, and financial planning
- ***College Maps***- map showing where previous Pottsgrove students have been accepted, where they are attending, and most popular schools where PG students applied
- ***Acceptance History***- provides statistical data on acceptance from previous Pottsgrove students
- ***Scattergrams***- graph that provides statistical information to compare yourself with previous PG students who have been accepted at the college you are considering
- ***Enrichment Programs***- summer pre-college experience and leadership seminars for high school students
- ***Add potential colleges to your list***- identify and create a list of potential colleges in which you are interested.
- ***Test scores***- can view all standardized tests that you have taken if you provided our high school code when you registered for the test

Seniors Welcome to Naviance/Family Connection

* All highlighted tasks should be completed by year end.

Accessing Your Account

- https://connection.naviance.com/family-connection/auth/login/?hsid=pottsgroveshs
- Enter your email address and the password you created
- If you forget password, click "I forget password" in order to reset your account

About Me

- Finish and submit the "**Recommendation Brag Sheet".** This information will be used when teachers and your counselor write your letter of recommendation. When finished click "save changes and I am finished."

Careers Tab

- "**Explore Careers and Clusters**"- use this option if you know of a specific career or career category
    - You can add careers to your saved list by clicking the "add to my list" at the top of the page where you will find the career description. When researching careers; other related careers and suggested majors will be listed to provide you with other options
- ***Save potential careers.***

College Tab

- ***Request teachers write Letters of Recommendation for the colleges which they are required. Remember ask the teacher in person FIRST.***
- ***College Search***- select criteria specific to you such as location, major, size, etc. to provide you with a list of schools that match specifically what you are looking for in a college
- ***College Compare***- you can list up to 10 schools to compare
- ***College Resources***- offers websites for college, career, and financial planning
- ***College Maps***- map showing where previous Pottsgrove students have been accepted, where they are attending, and most popular schools where PG students applied.
- ***Acceptance History***- provides statistical data on acceptance from previous Pottsgrove students
- ***Scattergrams***- graph that provides statistical information to compare yourself with previous PG students who have been accepted at the college you are considering (this area is still "under construction" because more data needs to be provided from the current senior class)
- ***Update/Add Colleges to "my prospective college list"***- flag schools that you are interested in and/or where you plan to apply
- ***Add Colleges to "colleges I'm applying to" AFTER you have applied***
- ***Enrichment Programs***- summer pre-college experience and leadership seminars for high school students
- ***Scholarships & Money***- this section will list scholarship opportunities for senior students
- ***Transcripts*****- Requests transcripts to be sent *AFTER* you have applied.**

C. FRESHMEN CHECKLIST

- Work diligently in all classes in order to do the best you can in each class.
- Seek out help from teachers when necessary.
- Explore careers and majors in Naviance/Family Connection.
- Visit the Guidance Office during study hall to utilize Naviance/Family Connection and to ask questions relating to your post-secondary plans.
- Consider your course selection options for your high school career based on your interests and future plans.
- Meet with your School Counselor to discuss college and career options.

D. SOPHOMORE CHECKLIST

- Take the PSAT test for practice. The test is given during the school day in October. This test will allow students to begin exploring post-secondary options. Sophomore students do not have to register or pay for the exam.
- Work diligently in all classes in order to do the best you can in each class.
- Seek out help from teachers when necessary.
- Explore careers and majors in Naviance Family Connection.
- Consider your course selection options for your high school career based on your interests and future plans.
- Visit the Guidance Office during study hall to utilize Naviance/Family Connection and to ask questions relating to your post-secondary plans.
- Meet with your School Counselor to discuss college and career options.

E. JUNIOR CHECKLIST

- Review this planning guide.
- Take the PSAT in October. You will need to pay for the test andregister for it in the Guidance Office.
- Take the SAT's or ACT in winter or spring. Register online www.collegeboard.org.
- Take the ACTs in winter or spring. Register online at www.actstudent.org.
- Attend college/career fairs. Remember to sign up for the Tri-County College Fair sponsored by the Pottsgrove Guidance Deparment. It takes place every October at the Gilbertsville Fire Hall. Transportation will be provided.
- Continue to check the guidance website and Naviance/Family Connection for important announcements, upcoming events, deadlines, etc.
- Sign up for college admissions presentations being held at PG.
- Utilize the Guidance Office during study hall.
- Continue to use Naviance/Family Connection to research and identify possible colleges, majors and careers.
- Meet with your school counselor to discuss your post-secondary plans.
- Visit colleges.
- Consider your course selection options for your high school career based on your interests and future plans.
- Register with the NCAA at the end of your junior year if you are a student athlete and plan on participating in Division I or II athletics in college.
- Maintain (or improve if needed) your grades and GPA.

F. SENIOR CHECKLIST

- o At the beginning of the year, confirm with your potential colleges your course selection is aligned with college admissions and specific college major requirements. Contact your counselor immediately if your schedule needs to be adjusted.

- o Review this planning guide.

- o Register for the SATs or ACTs.

- o Turn in the Parent Release of Records in to the Guidance Office.

- o Apply to colleges.

- o Meet with your school counselor to review your post-secondary plans. Stop in the Guidance office or email your counselor to set up an appointment in late September, early October.

- o Sign up for college admissions presentations being held at PG.

- o Utilize the Guidance Office during study hall.

- o Continue to use Naviance/Family Connection to research and identify possible colleges, majors and careers.

- o Visit colleges to help with the final decision on where you will attend.

- o Apply for financial aid and scholarships

- o Males: register for Selective Service once you turn 18. www.sss.gov. (This is required by the government.)

- o Maintain GPA.

G. STUDY SKILLS

Good study habits lay the groundwork for succesful work habits as adults. There are several basic principles that are necessary to enhance study skills. ***Homework completion*** is an important part of studying and learning. It is a good idea to establish a study routine. Students who are in the habit of studying at the same time and place each day tend to stick with it. If possible, have help available for difficult subjects. This might be a parent, neighbor, reliable friend, or tutor.

Students are encouraged to use a ***daily assignment book.*** This will not only help with class work due dates, but with other extra-curricular activities that you may be doing. When you plan your study time, try to estimate how long each assignment will take and plan accordingly. Set goals regarding how well you want to do on a project and how much effort it will take to do so.

You should ***review class notes every night*** and highlight important information. Perhaps consider making flashcards with important material. Remember to keep your flashcards for studying for midterm and final exams. Another strategy is to outline reading material for better understanding.

Lastly, ***predict test questions*** as you study. Write them down and answer the questions separately. Some students benefit from rewriting (or typing) class notes as a method of review.

It will take time to adequately prepare for each subject. Good study habits take time – be patient and stick with it

G. STUDY SKILLS

A Dozen Ways to Study Smarter in Less Time:

1. Know each teacher's grading system.
2. Keep all assignments and tests to study for midterm and/or finals.
3. Make flash cards.
4. Use study halls to study.
5. Study at the same time and place daily.
6. Take organized notes.
7. Ask for help from the teacher ASAP.
8. Use study time, if given, at the end of class.
9. Use known reliable online sources for tutoring and homework help. www.shmoop.com and www.khanacademy.org
10. Form a study group.
11. Always complete assignments by the due date.
12. Review new information each day.
13. Give each assignment your best effort.

Points to Remember:

- ✓ Both major and minor classes are factored into a student's cumulative GPA.
- ✓ Homework requests made for absent students with the guidance department require a minimum of three (3) consecutive days of absence and a 24 hour collection time.
- ✓ Keep yourself updated on your grades by logging into Powerschool!

H. OPTIONS BEYOND HIGH SCHOOL

What are my options beyond high school?

You have several choices: college, immediate employment, school part-time and work part-time, the military or a training program.

So Many Choices

Making a career decision is not so much choosing a path, but rather selecting which doors to open. The earlier you begin the process, the more options you will find. The most important aspect of this decision-making process at this point in your life is pursuing your options. This will allow you to continue to learn what you do not yet know, explore new interests, and discover new worlds.



H. OPTIONS BEYOND HIGH SCHOOL

Knowing Yourself

When deciding what direction to pursue after high school, you must know yourself and understand your interests, talents, and abilities. Take a moment to think about the following questions. You may find them rather basic, but they will provide you with a better understanding of yourself, which is the key to planning your future.

- ✓ **Interests** – What are you interested in—working with people, working alone, working indoors or outdoors?

- ✓ **Education** – What courses have you taken? Are you comfortable with academic challenges? Do you want to continue with college or a training program after high school?

- ✓ **Skills and Abilities** – Make a list of your skills and abilities. Include your organizing skills, your leadership skills, and your special talents.

- ✓ **Experience** – What has been your involvement in clubs, social activities, travel, summer study, volunteer or paid employment? Have you had any leadership opportunities in these activities?

- ✓ **Values** – What are your beliefs and attitudes towards yourself, other people and the world?

- ✓ **Strengths** – What are your best personal qualities? What attributes do you want your potential employer to know about you?

- ✓ **Areas of Improvement** – What do you want to improve about yourself?

I. COLLEGE PLANNING: Standardized Tests

About the SAT Suite of Assessments

The world needs more people who can solve problems, communicate clearly, and understand complex relationships. The SAT Suite of Assessments focuses on the skills and knowledge that will help today's students meet that need. The tests are designed to:

- Measure the essential ingredients for college and career readiness and success, as shown by research.
- Have a stronger connection to classroom learning.
- Inspire productive practice.

PSATs

The Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/ NMSQT) is a program cosponsored by the College Board and National Merit Scholarship Corporation (NMSC). It is a standardized test that provides firsthand practice for the SAT®. It also gives you a chance (when taking the test as a junior) to enter NMSC scholarship programs and gain access to college and career planning tools.

The most common reasons for taking the PSAT/NMSQT are to:

- Receive feedback on your strengths and weaknesses on skills necessary for college study. You can then focus your preparation on those areas that could most benefit from additional study or practice.
- See how your performance on an admissions test might compare with that of others applying to college
- Enter the competition for scholarships from NMSC (Grade 11)
- Help prepare for the SAT. You can become familiar with the kinds of questions and the exact directions you will see on the SAT

Receive information from colleges when you check "yes" to Student Search Service.

I. COLLEGE PLANNING: Standardized Tests

SATs

About the SATs

The SAT is a nationally recognized standardized test used by colleges as part of the admissions process. Every year, Collegeboard offers the test in October, November, December, January, March, May and June. Specific dates and registration deadlines can be found online at www.collegeboard.org. The SAT measures the kind of reasoning skills needed for college by assessing how students apply what they learned in school. College and universities use the SAT as one of many factors in admissions decisions.

Students typically take the SATs for the first time in winter or spring of their junior year. When to take the SAT depends on personal preference and the student's math sequence. Students can take the SATs as many times as they would like, however, most students take it at least two times.

The new SAT is coming in March 2016. Please access it at:

https://collegereadiness.collegeboard.org/sat/test-design

I. COLLEGE PLANNING: Standardized Tests

Cost & Registration

Students register for the SATs online at www.collegeboard.org. The registration fee and is paid online at the time of registration. The registration fee amount is determined by Collegeboard and can change from year to year. If you receive free/reduced lunch, you may request a fee waiver.

Length of Exam

The length of the SAT test is approximately 3 hours. The optional writing section is 50 minutes. It is important for students to be physically, as well as mentally ready for the test. This means that student's should get a good night's sleep the night before and eat breakfast in the morning before arriving at the test center The test begins at 8:00 am and it is extremely important that all students arrive at their testing center 15-30 minutes prior to when testing will begin.

Students should consider traffic, parking, and time to check-in when they decide what time to wake up on the test date and when they will leave their home.

Test Prep

The best preparation for the SATs and for college is to take academically challenging courses. Take the toughest courses that you can handle. To prepare for the writing section, you should write as much as possible and read as often as you can. The more you read, the better your writing and vocabulary becomes.

I. COLLEGE PLANNING: Standardized Tests

Students are also encouraged to take advantage of free online test prep through Collegeboard's website. Additionally, students may consider enrolling in a SAT prep course offered by various learning centers or at the local community college. In addition, Pottsgrove High School offers a fall and spring SAT prep class that has been proven over the years to be very successful. These classes will only work if you work at it. Signing up and showing up for such classes will result in little or no change. Utilizing these classes to the max will hopefully raise your score. In addition the Khan Academy has partnered with the SAT for excellent test prep. Access it here: https://www.khanacademy.org/test-prep/sat

Test Scores

Students will be able to view their scores online 2½ weeks after the test date by logging into your Collegeboard account. The counseling department will receive student test scores approximately 3-4 weeks after the exam. These scores will then be imported into the students Naviance/Family Connection account and Powerschool to have the BEST scores displayed on the transcript.

When registering for the exam, students are given the opportunity to send their scores to 4 colleges for free. Students will have the option of sending all scores or only sending one specific test date. Students are encouraged to send all scores due to the fact that many admissions offices will combine your highest sections even if they are from different test dates. If the student is sending to more than 4 colleges (or chooses to send their scores at a later time) the student will be charged a fee. This fee is set by Collegeboard and can change yearly.

Only BEST scores are listed on the transcript.

I. COLLEGE PLANNING: Standardized Tests

Other Fees

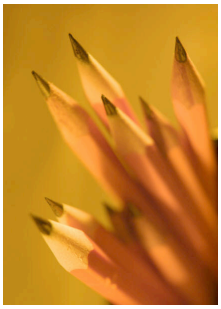
Collegeboard will also charge the student if any change needs to be made to the registration after the online registration has taken place. Fees are added to: change of test date, late registrations, and waitlist registrations. (These fees range from $27.50-$45.00.)

Services for Students with Disabilities

If you have a documented disability, you may be eligible for accommodations on the SATs. To apply, you will have to obtain forms from your guidance counselor. Forms include sections for the student/ parent to complete and then the counselor will have a section to complete as well before submitting. Request forms need to be submitted 8-10 weeks prior to registering.

About the SAT Subject Test

All SAT Subject Tests are one-hour, multiple-choice tests. In any given sitting of the SAT Subject Tests, you can take one, two or three tests. You choose the tests that you want to take based on requirements for particular college and how many you would like to take per sitting (up to three). While we ask for this information when you register, you are free to change which tests and the number of tests that you want to take on test day (except for Language with Listening tests).



I. COLLEGE PLANNING: Standardized Tests

Subject tests are not required by all colleges and it is the student's responsibility to know whether or not these exams are required for admission. Typically, highly selective colleges require these exams.

These exams are generally given on the same date as the SAT although not all subjects are offered on all dates.

Students typically take subject tests at the time they are completing or currently taking a course similar in content. (Example: A student, who takes chemistry junior year, will take the chemistry subject test at the end of the junior year. A student, who takes Physics senior year, will take the physics subject test senior year.)

Cost and Registration

Students register for the SAT Subject Tests online at www.collegeboard.org. The registration fee is $26.00 for the first exam and $18.00 for any additional exam (up to 3 exams) and is paid online at the time of registration. The registration fee amount is determined by Collegeboard and can change from year to year.

Test Scores

Students will be able to view their scores online 2½ weeks after the test date by logging into your Collegeboard account. The counseling department will receive student test scores approximately 3-4 weeks after the exam. These scores will then be imported into the students Naviance/Family Connection account.

I. COLLEGE PLANNING: Standardized Tests

When registering for the exam, students are given the opportunity to send their scores to 4 colleges for free. Students will have the option of sending all scores or only sending one specific test date. Students are encouraged to send all scores due to the fact that many admissions offices will combine your highest sections even if they are from different tests. If the student is sending to more than 4 colleges (or chooses to send their scores at a later time) the student will be charged a fee. This fee is set by Collegeboard and can change yearly.

Services for Students with Disabilities

If you have a documented disability, you may be eligible for accommodations on the SATs. To apply, you will have to obtain forms from your guidance counselor which has sections for the student/ parent to complete and then the counselor will have a section to complete as well before submitting. Request forms need to be submitted 8-10 weeks prior to registering.

SAT/Subject Test FAQ

Q: What is the highest possible score on the SAT ?

A: Each section (CR and Math) is worth 800 points so the highest score is 1600. You will also receive a score of 2-8 for the essay. For detailed scoring information on the new SAT check out the website below:

https://collegereadiness.collegeboard.org/sat/scores

I. COLLEGE PLANNING: Standardized Tests

Q: Do all colleges use the writing section in their admissions process?

A: No. Many colleges do not use the writing section, which means the highest score for these colleges is 1600 (combining Critical Reading and Math Sections.

Q: Can I use a calculator for the math section?

A: Yes, although every question on the test can be solved without a calculator, using one may be helpful for students.

Q: Do I need to memorize formulas?

A: No. The test will include a formula sheet where needed.

Q: How will colleges use my score?

A: Colleges and universities will use the SAT as one of many factors in

ACT Tests

About the ACT

The ACT is a national college admissions examination that consists of subject area tests in: English, Math, Reading, and Science. The

I. COLLEGE PLANNING: Standardized Tests

ACT Continued

writing section is optional and students must register with the "plus writing" when registering online if needed. Students are encouraged to take the test "with the writing" because many colleges require that a student take it with the writing. The ACT is administered in: September, October, December, February, April, and June

The ACT test measures knowledge, understanding, and skills acquired in the educational process. This test is curriculum- based as to what the students are learning in the classroom. Students typically take this test for the first time towards the end of their junior year (April or June).

Colleges will accept the ACT in place of the SAT. They will use whichever test you perform better on towards your admissions decision.

Cost & Registration

Students register for the ACT online at www.actstudent.org. The cost of the exam without the writing section is $36.50. The cost of the exam with the writing section is $52.50. The fees are subject to change.

Length of Exam

The length of the ACT test is approximately 4 hours if taking the writing section. If you take the exam without the writing section it will be approximately 3½ hours. It is important for students to be physically, as well as mentally ready for the test. This means that students should get a good night's sleep the night before and eat breakfast in the morning before arriving at the test center. The test begins at 8:00 am and it is extremely important that all students

I. COLLEGE PLANNING
Standardized Tests

arrive at their testing center 15-30 minutes prior to when testing will begin. Students should consider traffic, parking, and time to check-in when they decide what time to wake up on the test date and when they will leave their home.

Test Prep

The best preparation for the ACT is taking academically challenging courses. Take the toughest courses that you can handle. To prepare for the writing section, you should write as much as possible and read as often as you can. The more you read, the better your writing and vocabulary becomes.

Students are also encouraged to take advantage of free online test prep through the ACTs website. Additionally, students may consider enrolling in an ACT prep course offered by various learning centers or at the local community college. These classes will only work if you work at it. Signing up and showing up for such classes will result in little or no change. Utilizing these classes to the max will hopefully raise your score.

Test Scores

Students will be able to view their scores online 2½ weeks after the test date by logging into your ACT account. The counseling department will receive student test scores approximately 3-4 weeks

I. COLLEGE PLANNING: Standardized Tests

after the exam. These scores will then be imported into the student's Naviance/Family Connection account.

When registering for the exam, students are given the opportunity to send their scores to 4 colleges for free. Students will have the option of selecting which test date to send if you have tested more than once. If the student is sending to more than 4 colleges (or chooses to send their scores at a later time) the student will be charged $12/college. This fee is set by ACT and can change yearly.

Only BEST scores are listed on the transcript.

Other Fees

ACT will also charge the student if any change needs to be made to the registration after the online registration has taken place. Fees are added to: change of test date, late registrations, and waitlist registrations. (These fees range from $21.00-$43.00.)

Services for Students with Disabilities

If you have a documented disability, you may be eligible for accommodations on the ACT. To apply, you will have to obtain forms from your guidance counselor which has sections for the student/ parent to complete and the counselor to complete before submitting Request forms need to be submitted 8-10 weeks prior to registering.

I. COLLEGE PLANNING: Standardized Tests

ACT FAQ

Q: What is the test content?

A: Math- up to trigonometry; science- charts, graphs, data interpretation; reading- four passages, one each of prose fiction, social sciences, humanities, and natural sciences; English- stresses grammar; writing- the essay.

Q: Is there a penalty for wrong answers.

A: No. Students will not lose any points for wrong answers so even if you do not know the answer, you should guess.

Q: How is the test scored?

A: Each section is scored 1-36 and then averaged together for a composite score ranging from 1-36. The writing test is scored on a scale of 2-12.



J. COLLEGE PLANNING:
College Fairs

A college fair is a great opportunity to get more information about colleges that interest you and to ask questions of college representatives. Getting the most from a college fair takes some advanced planning and listed on the next page are some suggestions so you can make the best use of your time and get the most of the experience.

Pottsgrove High School brings juniors to the annual Tri County College fair located at Gilbertsvile Fire Hall in early October every year. In addition, there are many college fairs offered in the area. Check Naviance/Family Connection and the guidance website for updates.



J. COLLEGE PLANNING:
College Fairs

In addition, the counseling department will notify students and parents of other national and regional college fairs being held in the surrounding area throughout the year. Students and parents will be notified of these events via Powerschool message center and the guidance website.

- Look over the list of attending institutions and identify several schools to talk to at the fair.

- Develop a few specific questions to ask each representative.

- Questions might include special academic interests, support services available, or financial aid. Collect written materials from those colleges that you speak to that are interesting to you. Try to come up with some questions that are not easily answered in their viewbooks.

- Ask about visiting the campus and/or off-campus interviews. The fair does not allow the opportunity to be interviewed, but many colleges offer evening interviews or will schedule a time for you to visit the campus.

- After you have "targeted" the schools you identified prior to arriving at the fair, continue to look around and talk to some other colleges that may not have been on your initial list.

- Bring a pen/pencil and a piece of paper to write down some notes and also the name of the admissions representative in case you need to contact him/her at a later time.

- Make a good impression. You are not only representing yourself, but you are representing your parents and your school. Be respectful and polite.

K. COLLEGE PLANNING: College Search

There are over 4,000 colleges and universities in the United States and at the end of this, you'll end up selecting one to attend. So where do you begin? It may seem like a daunting task, but identifying your priorities regarding a college is the first step.

The first step is to make a list of factors that are most important to you for your college experience. While not all of the following factors may be important to you, some might help you narrow your choices:

- Size
- Location - region of the country, state
- Setting - urban, suburban, rural
- Distance - location, cross-country
- Academic Programs/Majors
- Academic competitiveness….be realistic!
- Special Programs - ROTC, study abroad, Services for Students with Disabilities
- Campus facilities - housing, parking
- Type of school - college/university, fine arts, single sex/coed military, historically black
- Athletics
- Social life - clubs, activities, fraternities/sororities, ethnic religious groups
- Cost - public or private

Now that you have identified important factors, students are encouraged to indicate these factors into Naviance/Family Connection to obtain an initial list of schools. From there, you will want to visit, talk with admissions reps to help continue narrowing down your list to those schools that you would like to apply to during your senior year. **Students are reminded that Naviance/Family Connection is your "go to" for all things related to college planning.**

K. COLLEGE PLANNING: College Search

You can also obtain helpful information from the following:

- College Reps - small group admissions presentations are held in the GUIDANCE OFFICE during the fall. These visits are posted in Naviance/Family Connection and students must register through Naviance/Family Connection in order to attend.
- College Visits - visiting a college is the best way to get a feel for the school and whether you would feel comfortable there. It may be helpful for you to do an "overnight" which allows you to spend the night on campus and then attend some classes.
- College Website - all of the information you need to know about the college is listed on their website. In addition, they offer pictures and online virtual tours.

Make a Preliminary List

Now that you have had the opportunity to gather information, it is time to make a preliminary list of colleges that have caught your attention.

The list should be comprehensive and representative of a wide range of academically challenging schools. Be realistic when compiling this list and make sure that you include "safety" schools. From this list, make necessary contact to colleges to confirm necessary senior year high school courses match admission and college major requirements. Additionally, you may also include a school (or schools)which may be slightly out of your reach based on your academic criteria or financial resources - you never know what might happen in the college admissions game!



K. COLLEGE PLANNING: College Search

Evaluate Pros/Cons

As is the case in any decision making process, it is important to weigh the positives and negatives that are associated with each school on your preliminary list. Develop your own comparison chart that emphasizes those priorities that are most important to you in a school. Compare the schools on your list and take time to gather more information. Perhaps a last minute visit to one of the schools on your list will help to solidify your choice to apply or not apply to that school. The evaluation process is an ongoing process that might last from the spring of your junior year through the start of your senior year.

Make a Final List

At some point, (preferably August of your senior year), you will have to create a final list of colleges to which you will apply. Remember, this does not mean that you have to make the decision on which school you will be attending, it is simply narrowing down your options to a reasonable number. Each school that you decide to apply to will require a good bit of your time in preparing the application, as well as a substantial application fee (usually $40-$85). We suggest that you apply to enough schools in order to provide you with several options and to ensure that you are admitted to at least one. Two of the schools on your list should be “safety” schools AND ones you would be happy to attend. The latter point is critical, as sometimes students will select a school that they know they will get into, but they would never attend. This is not helpful if that is the only school that offers you admission.

Congratulations! You have now reduced your potential pool of colleges from over 4,000 to a manageable number. Now, you are ready to apply for admission during the early part of your senior year.

L. COLLEGE PLANNING: Campus Visits

A personal visit to a college/university is often the most useful step in helping students and their parents decide whether or not to apply to a particular school. Students are encouraged to make use of personal tours, open house events, and group information sessions as a way of obtaining first-hand impressions of schools. Visits during the regular academic year (August-May) provide a more accurate view of the academic and social life on campus, but families often make use of summer vacation to visit several schools that are a distance away from home.

Where possible, it is a good idea to avoid the distortions of the days of registration, final exams, and special campus events such as homecoming. Several high school holidays allow students who visit colleges to minimize the disruption to their own academic program. Typically, students visit colleges either in the spring of their junior year, during the summer before senior year, or in the fall of their senior year.



L. COLLEGE PLANNING: Campus Visits

Listed below are questions to keep in mind while visiting college campuses:

1. Who teaches freshman courses? Full time staff or graduate assistants?
2. What is the average class size for first-year students and introductory courses?
3. Which departments are the strongest?
4. What type of technology and technology support/help is available to students? Is the campus wireless?
5. Ask other students why they chose that particular college.
6. Does the college offer academic/merit scholarships? If so, is that a separate application process?
7. Does the college have an honor's program? How are students selected for the honor's program?
8. What are the hours of the health facility? Is there a doctor on campus?
9. Are there professional counseling services available for personal concerns?
10. Is there a career service center? Are students required to meet with them before graduation? What services are available to me through the career center?
11. How strong is school spirit? Are there any campus "traditions"?
12. What type of housing is available for incoming freshmen? What if I don't get along with my roommate?
13. Is housing available on campus for all four years?
14. Are students required to live on campus?
15. Is the campus safe? Please explain campus safety and security.

L. COLLEGE PLANNING:
Campus Visits

16. What is the freshmen retention rate?
17. What is the % of students graduating in four years? Graduating in 5 years?
18. Where are students being employed after graduation?
19. What grad schools are students being accepted to?
20. Can I have a car on campus first year?
21. Is there a shuttle or some type of transportation available to students to get to off campus locations such as malls, restaurants, etc.?



M. COLLEGE PLANNING:
Types of Colleges

Colleges and universities are considered in-state or out-of-state. Additionally, they are considered a state school, public school, or private school. State schools are 100% funded by the state, a public school is 50% funded by the state, and private schools have no funding coming from the state.

Generally speaking, state schools are the "cheapest" and private schools cost the most. Private schools are the ones that tend to offer academic/ merit scholarships. If a student attends an out-of-state, public university the student will be charged out-of-state tuition.
At some schools, out-of-state tuition is similar in cost to PA Public Schools. Tuition at private schools, whether the school is located in state or out-of-state, is the exact same.

PA State Schools: Bloomsburg University, California University of Pa, Cheyney University, Clarion University, East Stroudsburg University, Indiana University of Pa (IUP), Kutztown University, Lock Haven University, Mansfield University, Millersville University, Shippensburg University, Slippery Rock University, and West Chester University.

PA Public Schools: Penn State University, Temple University, and University of Pittsburgh



M. COLLEGE PLANNING: Types of Colleges

Examples of Private Schools in PA: Albright, Drexel, LaSalle, Lehigh, University of Pennsylvania, Widener, York College of Pa.

Out of State Public Schools: Arizona State University, Rutger's University, The Ohio State University, University of Michigan, University of Alabama, West Virginia University

Private 4-year Specialty Schools in PA: University of the Arts, Moore College of Art & Design, PA College of Art & Design

What if I would rather go to a two-year college? Four-year colleges are not for everyone and they are not always the best available option. In fact, there are many reasons why a student might select a two-year college rather than a four-year college.

Community colleges are public institutions that offer reasonable tuition, convenient course scheduling, career development, and specific skill preparation. Junior colleges are private institutions that are similar to four-year colleges; however, successful completion of the two-year program results in an Associate Degree.

Admission to a Community College

- Open admissions policy. Anyone with a high school diploma (or equivalent) can enroll.
- No minimum GPA
- SAT or ACTs are not required
- Placement tests are given at the time of enrollment.

M. COLLEGE PLANNING: Types of Colleges

Programs at Community College

- ✓ Students can take classes then transfer to a four-year college
- ✓ Students can earn an associate's degree
- ✓ All of the same support services are available to students that are offered at a four-year college
- ✓ Clubs, activities, intramurals, library, computer labs
- ✓ Can take classes at either campus (Pottstown or Blue Bell in the case of Montgomery County Community College)

Advantages of Attending a Community College

- ✓ Cost effective - lower tuition fees
- ✓ No expense for room and board; students live at home
- ✓ Offers flexibility to pursue education while employed

We are very lucky to be in close proximity to our local community college, Montgomery County Community College. The west campus is located ten minutes from Pottsgrove High School in Pottstown. Also, the main campus is located in Blue Bell, which is about forty minutes from Pottsgrove.

- ✓ **PA Community Colleges:** Montgomery County Community College, Northampton Community College

Private 2-year/technical schools in PA: Harcum College, Johnson College, Lackawanna College, Manor College, Thaddeus Stevens, Valley Forge Military Academy & College

N. COLLEGE PLANNING:
College Costs

Community Colleges:
Montgomery County Community College: $3,500/year (no on-campus housing)
Northampton Community College: $13,000/year (provides on-campus housing)

PA State Universities: approx. $16,000/year
Bloomsburg, California University of PA, Clarion, East Stroudsburg, Edinboro, Indiana University of PA (IUP), Kutztown, Lock Haven, Mansfield, Millersville, Shippensburg, Slippery Rock and West Chester

PA Public Universities: approx. $27,000/year
Penn State University, Univ. Park (branch campuses will be less), University of Pittsburgh, and Temple University

Out of State Public Universities: approx. $27,000-$40,000/year
James Madison University, North Carolina State University, Ohio State University, Rutgers University (New Brunswick Campus), Towson University, University of Alabama, University of Delaware, University of Maryland, West Virginia University

Private Colleges/Universities: *all costs are approximate and cost stays the same whether the student is in-state or out-of-state.*

The costs listed were for the 2012/2013 academic school year and can increase yearly.

- Albright College: $45,000/year
- Alvernia University: $38,000/year
- Cabrini College: $40,000/year
- Drexel University, 5-year (3 co-op option): $48,000-$52,000/year
- Drexel University, 4-year (1 co-op option): $55,000-$60,000/year
- Franklin & Marshall College: $52,000/year
- Harvard University: $54,000/year
- Johns Hopkins Univ.: $56,000/year
- Lansdale School of Business: $17,000/year
- Lehigh University: $54,000/year
- Maryland Institute College of Art: $49,000/year
- Princeton University: $55,000/year
- Rider University: $45,000/year
- St. Joseph's University: $51,000/year
- Swarthmore College: $56,000/year
- Syracuse University: $53,000/year
- Thaddeus Stevens College of Technology: $18,000/year
- The Art Institute of Phila.:$38,000/year
- Univ. of Pennsylvania: $55,000/year
- University of Richmond: $54,000/year
- Villanova University: $54,000/year
- York College of PA: $26,000/year

O. COLLEGE PLANNING:
Financial Aid

Finding money for post-secondary education can be an arduous task if you don't know what resources are available to meet your needs, or where to begin the process. Several steps are involved, the first of which, is applying for admission to the college of your choice then proceed through the financial aid process.

In order to obtain financial aid (which is federal funding from the government) you must file the form. The FAFSA form is filed online at www.fafsa.ed.gov. **There is no charge to file the FAFSA.** When filing the FAFSA, you (the student) are applying for the Stafford subsidized and Stafford unsubsidized loan, Federal Pell Grant, FSEOG, and the PA State Grant. If you are eligible for the PA state grant, you will need to complete the verification process through PHEAA's website.

In addition to filing the FAFSA some colleges require the CSS profile. Students are encouraged to check with the college directly to find out if they require it.

The CSS profile is completed online www.collegeboard.org/css. This is typically required by the college if the student is applying for Early Decision.

In order for the loans to be released to your college, the student must complete a Master Promissory Note and entrance loan counseling. Both of these are completed online at www.studentloans.gov. If these two items are not complete, the loans will not be disbursed to the college and the student will end up having a balance, which would need to be paid out of pocket. This step is extremely important.

O. COLLEGE PLANNING:
Financial Aid

Every year the Pottsgrove Counseling Department hosts a financial aid night in early December. The presenter, a Financial Aid Advisor from Penn State University Berks Campus, provides a general overview of financial aid and specifics on the FAFSA.

How to Apply For Financial Aid:

1. **Create a Federal Student Aid Id (FSA ID).** Creating the FSA ID requires multiple steps that need to be completed independently by the student applicant and their filing parent. *It is recommend that the student and parent create their individual FSA ID prior to completing the FAFSA.*

Here are some important highlights about the new process:

- ✓ Students and their parent can no longer use the same email address.
- ✓ For both the student and the filing-parent, it can by a challenge to create a valid username and password because the security settings have been increased to be "stronger". These also need to be unique and not taken by a previous FAFSA filer.
- ✓ To acquire a FSA ID for the student and their filing-parent, they each will also need to create five security questions and answers. These are "challenge" questions that must be answered in the event they forget their username and passwords. Two of these challenge questions can be selected from options that FSA provides but three of them must be completely made up by the applicant and filing-parent. One of these three asks the filer to input a "significant date" that cannot be their birth date; this question, in particular is difficult for students and filing-parents to answer.

O. COLLEGE PLANNING:

Financial Aid

- ✓ Although the FSA ID can be used immediately by the first time applicants once it is created, that is not the case for renewals. For those renewing a FAFSA, there will be a one to three day delay between creation of the FSA ID and the ability to electronically sign the application.
- ✓ Although this is not required, the final step in creating a FSA ID is to confirm student/filing-parent email address. A secure code is sent to the email addresses entered when FSA IDs were created. Once the code is retrieved from the email accounts and then reentered (to confirm the email address is valid), users can use their authenticated email address instead of a username to log in to the five ED websites.
- ✓ Parents or students who already have a PIN, will still need to create a FSA ID and password. The new ID can be linked to the PIN, but that is a separate part of the process and is completed at the conclusion of creating the FSA ID and password.
- ✓ THIS BEST COMPLETED PRIOR TO TRYING TO SIGN AND SUBMIT THE FAFSA.



O. COLLEGE PLANNING:

Financial Aid

2. ***Complete the FAFSA online***. Student should be actively involved in this process so they are aware of what they are applying for. Once the student is in college, the college/financial aid office will contact the student directly if they have questions or concerns.
    a. www.fafsa.ed.gov
    b. When completing the FAFSA the student can list up to 10 colleges who should receive the FAFSA results.
    c. We recommend you put a PA school first even though it may not be your first choice school, you will have the benefit of knowing your eligibility of state grant funding.
    d. Once the college receives the FAFSA, they will put together a financial aid award letter/package and mail it directly to the student's home address.
        i. Each individual college that the student lists on the FAFSA will send an award letter.
        ii. The student should receive an award letter in 2-4 weeks from the time the college receives the completed FAFSA as long as there are no problems with the information reported.
3. ***Documents needed to complete FAFSA*** - please have the following documents & information available when you are ready to complete the FAFSA. This is for the class of 2016.
    a. Student 2015 W-2 (if applicable)
    b. Student 2015 tax return (if applicable)
    c. Parents 2015 W-2
    d. Parents 2015 tax return
    e. Student driver's license number (if applicable)

4. ***Deadline to Complete the FAFSA*** - the 2016/2017 FAFSA form will be available starting January 1, 2016.

a. The deadline in order to be reviewed for state grant eligibility is May 1st.
b. **Some colleges have earlier deadlines (Feb. 15th) so you would need to check the financial aid website of each college to which you applied.**
c. If the school has an earlier deadline and the student and parent taxes will not be filed yet, you can complete the FAFSA with 2014 tax information, but once the 2015 taxes are filed, you must go back into your FAFSA online and make the changes/corrections.

5. ***Complete Entrance Loan Counseling & Sign Master Promissory Note (MPN)*** - all students must complete these 2 items in order for the Stafford loans to be processed and disbursed to the college.
    a. https://studentloans.gov/myDirectLoan/index.action click "sign in" (FSA ID and SS# needed)

Receiving A Student Aid Report

After the FAFSA is processed, the student will receive a Student Aid Report (SAR). How the student receives the SAR depends on whether or not the student provided a valid email address when they submitted the FAFSA online.

- If a valid email address was used when completing the FAFSA, the student will receive an email notification that the SAR results are available online. Applicants will view the SAR online.
- If an invalid email address was provided or an email address wasn't provided at all, the student will receive the SAR by US Postal Mail.

O. COLLEGE PLANNING:
Financial Aid

Dependency Status - many students want to apply for financial aid as an "independent" student because their parents won't or can't help pay for college. Students must meet one of the requirements listed below in order to be considered "independent."

*****If a student does not meet one of the requirements listed below, parent information MUST be provided when completing the FAFSA:***

- 24 years old or older
- Married
- Working on a graduate degree (master's or higher)
- Currently serving on active duty
- A veteran
- Have children
- Have other dependents who will receive more than ½ their support from you
- Since turning 13, both parents are deceased, or the student has been in foster care, or the student is a ward of the court
- Emancipated minor
- In a legal guardianship
- School district has determined the student is homeless or are determined self-supporting and at risk of being homeless
- You are an unaccompanied youth

If the student can answer "yes" to any of the above the student will automatically be considered an independent student and parental data will not be required.

O. COLLEGE PLANNING:
Financial Aid

However, in some cases (such as guardianship, emancipated minor, and others) the financial aid officer at the college might request and require the student provide supporting documentation prior to awarding federal aid to the student.

Scholarships

Students are encouraged to apply to as many scholarships as possible. Scholarships are awarded to students based on their academic record, leadership ability, talents or for financial need.

The Pottsgrove Scholarship Bulletin is published every October. The Scholarship Bulletin will be in the document library on Naviance/Family Connection and on the guidance website also in the document library. Seniors are encouraged to read through the Scholarship Bulletin and create a list of all scholarships the student is interested in applying to and fit their academic profile. Next, the student should create a calendar with deadlines clearly listed that he/she will follow throughout their senior year. It is the student's responsibility to locate the scholarships that fit for him/her.

In addition students are encouraged to search for scholarships on their own. The following is a list of places to search for additional scholarships:

- ✓ www.fastweb.com
- ✓ www.collegescholarships.com
- ✓ www.collegescholarships.org
- ✓ Parent's employer
- ✓ Labor unions
- ✓ Civic and religious organizations
- ✓ Professional organizations

P. COLLEGE PLANNING:

NCAA Student Athletes

As a student-athlete, a major decision that you need to make is whether you would like to continue playing competitive sports in college, and if you are talented enough to do so. You need to talk to your high school coach about this topic. He/she can discuss this sometimes delicate topic with you. There are three (3) divisions of sports in college - the NCAA (National Collegiate Athletic Association) governs college athletics.

Division I schools are the most highly competitive and offer the greatest amount of athletic scholarship money. These are the "big" schools that are on TV… Penn State, Michigan, Florida, etc. Other Division I schools are Patriot League schools such as Lehigh and Lafayette. In addition the Atlantic 10 are also Division I schools such as Duquesne and Lasalle.

Division II schools are generally smaller schools, though very competitive, that are not as well known to many fans. Schools such as Kutztown, Millersville, and West Chester are Division II schools and offer athletic scholarships.

Division III schools are competitive, but are not permitted to offer pure athletic scholarships. They will offer academic/merit scholarships.
Examples of D3 schools are: Alvernia, Ursinus, and Elizabethtown.

Division I NCAA Eligibility Requirements

- Graduate from high school
- Complete 16 Core Courses, including 10 before your seventh semester
    - 4 years English
    - 3 years math (Algebra I or higher)
    - 2 years of natural/physical science (1 year of lab if offered by high school)
    - 1 year of additional English, math or natural/physical science
    - 2 years of social science

- 4 years of additional courses (from any area above, world language or comparative religion/philosophy)
- Earn a minimum 2.300 Grade-Point Average in core courses to compete in your first year of college
- Earn a combined SAT or ACT score that matches your core-course GPA on the sliding scale.

Division II NCAA Eligibility Requirements

- Graduate from high school
- Complete 16 Core Courses, including 10 before your seventh semester
  - 3 years English
  - 2 years math (Algebra I or higher)
  - 2 years of natural/physical science (1 year of lab if offered by high school)
  - 3 years of additional English, math or natural/physical science
  - 2 years of social science
  - 4 years of additional courses (from any area above, world language or comparative religion/philosophy)
- Earn a minimum 2.00 Grade-Point Average in core courses to compete in your first year of college
- Earn a combined SAT of 820 or higher in critical reading and math or ACT score of 68.
- Division II eligibility will be changing August 2018 to 2.20 GPA and sliding scale for SAT/ACT

Division III NCAA Eligibility Requirements

Division III does not use the NCAA Eligibility Center because athletic

P. COLLEGE PLANNING:
NCAA Student Athletes

scholarships are not awarded at this level. Contact your Division III school or coach regarding its policies on financial aid, practice, and competition.

- ✓ Visit the NCAA Eligibility Center for all the details. http://web3.ncaa.org/ECWR2/NCAA_EMS/NCAA.jsp

How to Register

Students wishing to compete in an intercollegiate sport in college at the Division I or II level will also have to register with the NCAA Eligibility Center and meet certain academic requirements and test scores in order to be eligible to compete. For more information please visit: www.ncaaeligibilitycenter.org. **Students register with the NCAA at the end of their junior year as the NCAA needs to see three (3) full years of completed course work to begin the eligibility process. In addition, student athletes must have an NCAA ID number prior to an official recruiting visit.**

Pottsgrove High School students who are interested in competing will need to complete Pottsgrove's NCAA Self-Identification Form, which can be found on the Guidance website. This form needs to be returned to the student's counselor so that the counselor can begin reviewing the student's academic courses and transcript as early as ninth grade to ensure that he/she will meet NCAA requirements.

Division I or Division II school. You must also still apply for admission.

NCAA FAQ

Q: Do I have to register with the NCAA?

A: Yes. If you want to participate in Division I or II athletics as a freshman in college, you must register with the NCAA at the end of your junior year of high school.

P. COLLEGE PLANNING:
NCAA Student Athletes

Q: Is NCAA eligibility the same as college admission?

A: No. Initial eligibility by the NCAA does not guarantee you admission to a

Q: Does the NCAA need my SAT/ACT scores?

A: Yes. The NCAA requires that you submit your test scores each time you take them DIRECTLY from Collegeboard. You can do this at the time of test registration for free or after the test for a fee. Once again the NCAA does NOT accept SAT/ACT test scores on a Pottsgrove High School transcript.



Q. COLLEGE PLANNING:

College Applications

Students will apply to college during their senior year. Pottsgrove students are encouraged to begin applications in September and complete all applications by the Thanksgiving break. For rolling admission schools and by the deadlines for regular decision schools, every senior must schedule an individual meeting with his/her counselor in September/October. Students are encouraged to schedule their senior appointments early.

All applications are completed online. Students can work on applications at home, but they are encouraged to visit the GUIDANCE OFFICE with any questions or concerns. Application fees will be paid online as well once the student reaches the end of the application. If you used a fee wavier for the SAT/ACT you are eligible for four college application fee waivers.

Applications can be found on the college's admissions webpage. The colleges prefer that you apply online, but if you prefer a paper application, you would need to contact the college directly to see if they are available.
Paper applications are not available in the GUIDANCE OFFICE. When submitting the application online, the student will also pay the application fee online. The application fee varies from college to college and is set by each individual college.

PA State System Schools (PASSHE) us the PASHE application which can be completed one time and sent to multiple PA State System Schools. It can be found at: http://www.passhe.edu/answers/Pages/start_now.aspx

Students also have the option of completing the Common Application. The Common App is an application used by approximately 500 colleges and universities, which allows the student to do one application and submit that same application to all of the schools in which a student is applying. You can only submit the Common App to a college if the college uses Common App. The Common Application opens August 1st of the student's senior year and will be completed online at www.commonapp.org.

Q. COLLEGE PLANNING:

College Applications

Academic Performance

Admissions decisions are contingent on the successful completion of all course work, and admissions officers reserve the right to question poor senior year second semester performance, and in some cases, reverse an admissions decision already made. Pottsgrove High School seniors whose grades have dropped during the second semester have received letters from the college they plan on attending informing them that their acceptance will now be reconsidered. We encourage seniors to continue to challenge themselves with a rigorous schedule and perform well in those courses through senior year.

How To Apply To College

1. Read and follow all directions carefully.
2. Complete the online application. This can be found on the college admissions webpage, Common Application website, or the PASSHE website.
3. Pay the application fee online.
4. Turn in Parental Request of Records form to the guidance office.
5. Request your transcript through Naviance/Family Connection.

Rules For A Better Application

- ✓ Give the admission committee reason to accept you. Think about your assets and how you would like to present them in your application. It is important to be remembered for something. Do not lie, exaggerate, or make things up on your application.

Q. COLLEGE PLANNING:

College Applications

- ✓ It is not what you say, but what the admissions committee hears that counts. Re-read your application, especially your essay/short answer response (if there is one), and ask for feedback on them prior to submitting. Avoid writing at the last minute. The admissions committee looks for both substance (how you say what you want to say) and presentation (neat, clearly written, articulate, instructions followed). Never use your message to repeat information that appears somewhere else in your application. Expound, explain, draw lessons from, but do not just repeat.

What Do Admissions Offices Consider When Reviewing An Application?

- ✓ Course rigor and final grade in each course
- ✓ Test scores (SAT and ACT)
- ✓ Class rank
- ✓ Extra-curricular activities (including leadership roles)
- ✓ Letters of Recommendation from teacher and/or counselor
- ✓ Interview (if required)
- ✓ Essay (if required)

Tips On Completing Your Application

- ✓ Read all instructions carefully.
- ✓ Know your deadlines.
- ✓ **Fill out your own applications.** (Colleges know when parents fill them out.)
- ✓ Include all of your extra-curricular activities beginning from 9th grade.
  - Be sure to include part-time jobs, summer jobs, and indicate any leadership positions held.
- ✓ If you are applying to an art school or music school, complete the admissions application early during your senior year and work with your teacher to put together your portfolio.

Q. COLLEGE PLANNING:

College Applications

Letters of Recommendation

Although college requirements vary with respect to letters of recommendation, we suggest that each student ask two (2) teachers for a recommendation. Colleges prefer recommendations from teachers of courses taken during junior or senior year. Letters of recommendation take a great deal of time so students should ask the teacher or counselor for this towards the end of his/her junior year or early during senior year. Students should complete the Recommendation Brag Sheet in Family Connection. **Students will request letters of recommendation through Naviance/Family Connection once they have asked the teachers personally. Please make sure the "Recommendation Brag Sheet" is filled out in Naviance/Family Connection. After students have requested their transcript, he/she should send a remind email to teachers to send the letters to the specific list of colleges.**

Students are reminded to follow the instructions regarding recommendations. If the college asks for two, only send two… do not send more. If letters of recommendation are "optional" for a college, the student may submit one, but no more than two.



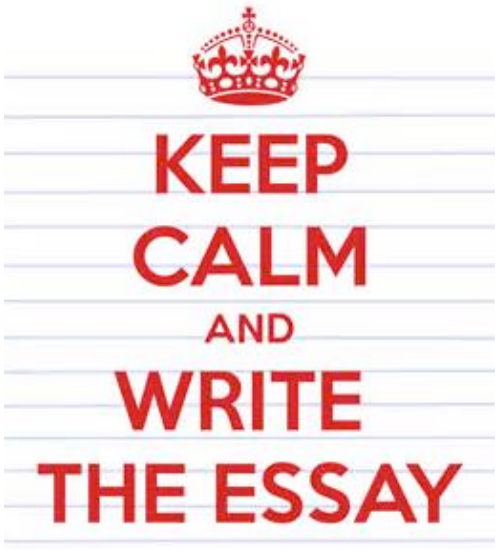
Q. COLLEGE PLANNING:

College Applications

The College Essay

The college essay is the one part of the application process that gives the students an opportunity to inform admissions personnel about their special abilities, interests, qualities, or about any significant factor that might set them apart from a large number of qualified applicants. While a superb essay will not cancel out a poor high school transcript, a well written essay can make a student with decent grades stand out from the other applicants.

Colleges that ask students to write essays really do want to know the person. The essay helps the admissions officer know the student in a way that four years of statistics and grades will not. **A good essay can present the student as an interesting and valuable person, one who is worth knowing, who is genuine, thoughtful, engaging, and capable.** An essay can also reflect any setbacks the student has suffered or explain any gaps in the academic record.



Q. COLLEGE PLANNING:

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Essay Evaluation: 3 Criteria

1. The student's ability to use standard written English that is correctly written, punctuated, and contains correct grammar and syntax.
2. The content, substance, and depth of insight which reflects the student's ability to think about himself or herself and to convey authentic feelings or opinions about a topic.
3. Creativity and originality which reflect an individual who would bring qualities such as intellect, initiative, energy, and a fresh viewpoint to the college community.

Avoid the Following When Writing a College Essay:

- ✓ Inflating experiences, trying hard to impress, or adoption of a pompous or intellectual tone
- ✓ Expressing feelings of anger or hostility towards others
- ✓ Repeating information that is already available elsewhere in the application.
- ✓ Relying on parents or other adults in the writing of the essay. The voice of an adult can easily come through an essay and drown out the authentic voice of the student writer.
- ✓ Making general statements and clichés that make the essay unremarkable from hundreds of similar essays which are ready by admissions officials. Telling details and specifics make the essay lively.
- ✓ Being overcautious or too eager to please the admissions committee. A mediocre essay won't hurt the application much, but a truly good one can help immensely.

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What The "Experts" (College Admissions Officers) Are Saying About The Essay

- ✓ "A thoughtful, well written essay can affect, in a very positive way, the final decision - especially for those borderline students."
- ✓ "It's a rare opportunity - it's the chance to speak directly to the admissions committee to help them see you as a thinking, feeling person rather than a set of statistics."
- ✓ "The college essay can make or break your chance for admission."
- ✓ "This is your opportunity to convey your maturity and outlook on life."
- ✓ "It is the piece that creates the individual."
- ✓ "This is another important piece, which is added to the puzzle that can set you apart from dozens of other applicants."

Choosing an Essay Topic

Sometimes choosing a topic is not an issue; the college may give you a topic to write about. Some colleges may even suggest topics such as:

- ✓ Evaluate a significant experience or achievement that has special meaning to you.
- ✓ Discuss some issue of personal, local, or national concern and its importance to you.
- ✓ Indicate a person who has had a significant influence on you and discuss that influence.

Tips To Keep In Mind When Choosing Your Own Topic

- ✓ Write about something you know well.
- ✓ The easiest topic to write about is yourself. Nobody knows you better than you! TELL YOUR STORY!
- ✓ Narrow your topic and be as illustrative as possible.
- ✓ Even if you write about something objective like literature, forget character analysis, theme, and style. Tell us what effect the work had on you and why. Let us understand your intellectual, political, and social views.

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- ✓ Don't be afraid to write about something off beat or unique. This can be refreshing for a college admissions counselor who has been reading applications all day. Make yours stand out!

Preparing To Write the Essay

- ✓ Identify your purpose, audience, and what message you want to convey.
- ✓ Identify your tone.
- ✓ Organize your thoughts with an outline.
- ✓ Develop a framework for a smooth logical progression.
- ✓ Use a style that is comfortable for you - not what you think the admissions committee wants to hear.
- ✓ Leave room for creativity and flexibility.
- ✓ This is not and should not be a rigid writing exercise.
- ✓ Be proud of your work - let it speak about who you are or what is significant in your life.
- ✓ Don't be shy, but don't exaggerate either.
- ✓ Do tell the truth about yourself. The admissions committee is anonymous to you.

Writing the Essay

- ✓ Start early and leave plenty of time to revise and rewrite.
- ✓ You don't have to get it right the first time!

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- ✓ Do read the directions on the application and answer the question as directly as possible.
- ✓ Your first draft should be concerned with communicating your thoughts and content.
- ✓ A sentence should contain no unnecessary words, a paragraph- no unnecessary sentences - for the same reason a drawing should contain no unnecessary lines, a machine - no unnecessary parts. Say what you mean
- ✓ Think small and write about something you know well.
- ✓ Reveal yourself.
- ✓ When writing about yourself, focus on an aspect that will show a positive side. Negatives turn people off.
- ✓ Feel free to write about your greatest assets and achievements.
- ✓ Feel comfortable expressing your anxieties - everyone has them!
- ✓ Write an essay from the bottom of your heart in the most mature manner as possible.
- ✓ Show rather than tell us! Make the admissions committee feel as though they were there by giving examples and illustrating an idea.
- ✓ Write in your own voice.
- ✓ Be natural.
- ✓ Use humor judiciously.
- ✓ Use creativity.
- ✓ Write about what you care for.
- ✓ Use complete sentences and good command of grammar.

Proofreading

- ✓ Always read your work aloud to yourself and to others.
- ✓ Cover the lines beneath the one you are reading so you don't get distracted.
- ✓ Use spell check and a thesaurus when needed.
- ✓ Always set the essay aside for a few days and then reread. You can gain a fresh perspective on your work each time you do this.

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- ✓ Make necessary corrections
- ✓ At this point consider: organization, style, tone, grammar, spelling
- ✓ Share your work with your family, friends or an English teacher. You should always have another set of eyes read your essay. Remember though… the final voice should be YOURS.



Q. COLLEGE PLANNING:

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The Don'ts of Writing a College Essay

- ✓ Don't procrastinate! Get started on your essay during the summer before your senior year (or soon after). It's never too early to start!
- ✓ Don't disregard the essay even if it is not required. Remember this could be your edge.
- ✓ Don't write what you think others want to hear.
- ✓ Don't write to impress.
- ✓ Don't use a flowery, inflated, or pretentious style.
- ✓ Don't neglect the technical part of your essay.
- ✓ Don't ramble - make every word count! Say what you have to say and then conclude.
- ✓ Don't use your essay as an opportunity to discuss where you had academic problems in the past - save this explanation as an addendum to your application.
- ✓ Don't use your essay to write about your SAT or ACT scores.
- ✓ Don't use your essay as a laundry list for all of your school activities or repeat information that is already on the application.
- ✓ Don't use clichés.
- ✓ Don't go to extremes - too witty - too opinionated - too intellectual.
- ✓ Avoid using the travel essay. It's hard to give insight regarding your priorities and values when you write about travel unless you share personal meaning gained from the experience.

College Interview

While the trend at colleges and universities is moving away from the personal interview toward a more relaxed, general information meeting, some colleges still require an interview, some recommend it (which is an offer a student should not refuse), and still others leave it up to the applicant. Although generally not as important as other parts of the application process, a good interview can be helpful when admissions decisions are made. Students should call the admissions office two to three weeks in advance to make arrangements for a personal interview.

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Some Ivy League schools will not be able to grant a personal on campus interview, rather, they rely on local/regional alumni interviews, which are arranged after an application is on file.



Interview Tips

- ✓ Arrive promptly, dressed in a manner, which you feel represents your "best foot forward."
- ✓ Conduct yourself in a friendly, inquisitive, and interested manner.
- ✓ Phonies are easy to spot, but the person with no enthusiasm or questions can be equally as unimpressive.
- ✓ While it is not necessary, feel free to bring your parents. They won't sit in on the interview, but they too may have questions which can be addressed on campus.
- ✓ Avoid being overly impressed by a "super salesman" in admissions. On the other hand, don't be "turned off" by an unimpressive admissions officer.
- ✓ Be sure to prepare in advance a list of questions to ask about the school.
- ✓ Avoid questions that can be readily answered by reading the college view book or website.
- ✓ Bring a copy of your transcript with you.
- ✓ Make a note of the name and address of your interviewer and write a thank you note after the interview.

Q. COLLEGE PLANNING:

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Questions You May Be Asked During an Interview

- ✓ Tell me about yourself.
- ✓ Why have you selected this particular college?
- ✓ What academic areas are you interested in? Why? (Be prepared to speak on sciences, English, social studies, etc.)
- ✓ What are your long-term goals? Where do you see yourself in ten years?
- ✓ What do you like most about your high school?
- ✓ In what extracurricular activities do you participate?
- ✓ What do you think our college can do for you? What do you think you can do for our college?
- ✓ Have you done volunteer work in the community? If so, please explain.
- ✓ What are your strengths and weaknesses?

Alumni Admissions Interviews

Some colleges do not give personal interviews to students, but do offer the option of an alumni interview. Colleges are increasingly utilizing alumni in the college admissions process. In some cases on-campus interviews are not granted, but once an application is filed, the student may arrange for an alumni interview. These interviews are typically conducted regionally and at a local business, café, public library, high school, etc.



R. COLLEGE PLANNING:

Types of College Admissions

Rolling admissions is a type of admission offered by colleges/universities. This means there is no set deadline in which students need to apply. Under rolling admissions, once the admissions application is completed online, transcripts are mailed, the college receives test scores, and the fee is paid. The student on average will have an admissions decision in 4-6 weeks. (If the college offers rolling admissions, they do not offer regular admission, early action, or early decision.)

Regular Decision is the application process in which a student submits an application to an institution by a specified date and receives a decision within a reasonable and clearly stated period of time. A student may apply to other institutions without restriction.

Early Action (EA) is the application process in which students apply to an institution of preference and receive a decision well in advance of the institution's regular response date. Students who are admitted under Early Action are not obligated to accept the institutions offer of admission or to submit a deposit prior to May 1. Under non-restrictive Early Action, a student may apply to other colleges. Most early action deadlines are either November 1st or November 15th with decisions being mailed one month later.



R. COLLEGE PLANNING:

Types of College Admissions

Early Decision (ED) is the application process in which students make a commitment to a first-choice institution where, if admitted, they definitely will enroll. While pursuing admission under an Early Decision plan, students may apply to other institutions, but may have only one Early Decision application pending at any time. Should a student who applies for financial aid not be offered an award that makes attendance possible, the student may decline the offer of admission and be released from the Early Decision commitment. Institutions with Early Decision plans may restrict students from applying to other early plans. Institutions will clearly articulate their specific policies in their Early Decision agreement. Most early decision deadlines are November 1st or November 15th with the decisions being mailed one month later.

College Admissions Keywords

Offer of Conditional Acceptance - you are accepted to the college provided you maintain your academic performance throughout your senior year and you graduate. A college can withdraw its offer if your grades fall significantly or you are involved in an activity that results in disciplinary action by the school or law enforcement.

Denied - the college has decided not to accept you. Students who are denied can apply again after completing at least a semester of college coursework at another institution.

Deferment - the college has decided to delay an offer of admissions until a later time. Many competitive schools will defer fall applications to the winter or spring in order to receive additional grades and other information.

Waitlisted - the college has decided not to accept you at this time, but will wait to see how many students will accept their offer prior to

accepting students off of their waitlist. This happens after the regular admissions process is complete. There is no guarantee a college will go to the waitlist, or where you will rank on the wait list. Students on a waitlist for one college should plan to attend another college and then reconsider if you are later offered admission.

Waitlist Q&A

- ✓ **Should I ask to remain active on the list?** Remain active on the waitlist only if you are seriously interested in attending the college. If you are, then you should indicate in writing or by returning any correspondence the college may send you for that purpose as soon as possible. If you definitely will attend if admitted, tell the college that.
- ✓ **When will I learn if I will be admitted from the waitlist?** The very earliest you can expect to hear from colleges is May. Most colleges will finalize the status of students by June 1 if possible, but occasionally the colleges will extend the waitlist well into the summer and may pull students from the waitlist in July.
- ✓ **Should I call the college?** No. Colleges will only ask you to indicate your position in writing. Until the first week or so of May, colleges rarely have any information that will be helpful to you as you try to calculate your chances. A phone call in late May/early June might be helpful if you are still willing to go to that college if accepted.
- ✓ **What are my chances?** Until early May this is an impossible question for even the colleges to answer. Colleges must wait to hear from all of the students to whom they have extended an offer of admission. Those students have until May 1 to respond. Often times those responses, mailed on April 30th, do not arrive until May 2nd, 3rd, or 4th. Colleges' past records regarding their waitlists are not important. One year a college may take 50 students from the waitlist, the next year it may not take any. It will all depend on how many admitted students decide to enroll before May 1.

S. COLLEGE PLANNING: Timeline

Presented below is a college preparation timeline to help students who are planning to go to college. Remember to make appointments with your guidance counselor along the way for help.

Sophomore Year

1. Take the PSAT test in October.
2. Look into enrichment programs and internships for the summer - these offer students the opportunity to gain a better understanding of themselves and their interests as well as showing colleges a dedication to further learning. These opportunities are posted in Naviance/Family Connection.
3. Strengthen involvement in clubs, service organizations, and community activities - colleges look for depth of involvement, not only number of commitments.
4. Consult with your school counselor whether to take any SAT Subject tests in the spring - this is particularly important if this is the last year of a world language sequence.

S. COLLEGE PLANNING: Timeline

5. Review your course selection with your school counselor and select challenging courses.
6. Maintain and/or improve your GPA.
7. Utilize Naviance/Family Connection to begin researching colleges, majors, and careers.
8. Visit the GUIDANCE OFFICE during study halls to ask questions, use the computer to do college research, work on your resume, access Naviance/Family Connection etc.
9. Attend college/career fairs.

Summer Prior to Junior Year

1. Begin to acquaint yourself with a college campus by visiting a local college and taking a tour, be sure to get a feel of the size and atmosphere of the college.
2. Update your resume to reflect new accomplishments or activities you participated in during sophomore year.

Junior Year: Fall

1. Take the PSAT test in October.
2. Attend college/career fairs, in particular the Tri-County College Fair held at Gilbertsville Fire Hall.
3. Sign up to attend small group college admissions presentations being held at Pottsgrove. The list of schools visiting and the signs ups are in Naviance/Family Connection.

S. COLLEGE PLANNING: Timeline

4. Meet with your School Counselor to discuss your post-secondary options.

Junior Year: Winter

1. Attend Financial Aid Night to learn and get an understanding of how the process works.
2. Continue researching your college options.
3. Be sure to confirm the appropriate senior year course selections with the particular college program you plan to pursue.
4. Meet with your counselor to select senior year courses. Remember to continue taking "appropriately challenging courses". Colleges like to see "rigor" during senior year.
5. Begin looking for scholarships.
6. Utilize the GUIDANCE OFFICE.

Junior Year: Spring

1. Visit several potential colleges.
2. Begin discussing college finances with your parents and develop a plan to pay for college.
3. Meet with your school counselor discuss college options and to review your list of potential schools.
4. Take the SATs.
5. Take the ACTs.
6. Consider taking the AP exam in May.
7. Attend spring college/career fairs.
8. Maintain/improve GPA.

S. COLLEGE PLANNING: Timeline

9. Meet with your counselor.
10. Update your resume to include activities and references from junior year.
11. Talk to two (2) teachers about letters of recommendation.
12. Complete the parent release of records form and return before the end of the year so that there is no "hold ups" in the fall when you request your transcript.
13. Keep your Naviance/Family Connection account up to date!
14. Register with the NCAA Eligibility Center if you are a prospective student athlete.

Summer Prior to Senior Year

1. Visit colleges if needed.
2. Participate in summer activities such as internships, university-based summer programs, summer job, or travel.
3. Finalize your list of colleges in which you plan to apply to at the start of senior year.
4. Register for fall SATs (and SAT Subject Tests if necessary) or ACTs if taking them again.

S. COLLEGE PLANNING: Timeline

Senior Year: Fall

1. Take the SATs if needed.
2. Take the ACTs if needed.
3. Take SAT Subject test (if required by college)
4. Continue to visit colleges and/or attend fall open houses.
5. Meet with your school counselor to discuss college options.
6. Keep up your grades as colleges will look at your fall semester grades when making an admission decision.
7. Meet with college representatives that visit the high school in the GUIDANCE OFFICE. Remember to sign up through Family Connection.
8. Complete college admission applications. Try to have all applications completed by the Thanksgiving break if possible, even if they have a later deadline. **APPLY EARLY**
9. Utilize the GUIDANCE OFFICE during study halls.
10. Begin looking into scholarships.

Senior Year: Winter

1. Attend Financial Aid Night in early December.
2. Apply for financial aid by completing the FAFSA form, which is available on January 1st of the student's senior year.
3. Apply for scholarships. The Scholarship Bulletin is posted in the document library on Naviance/Family Connection and in the document library on the guidance website.

S. COLLEGE PLANNING: Timeline

4. Continue to work hard in your classes, maintain/improve GPA.
5. Request mid-year transcripts - ***only*** send to the college if they have requested these from you!

Senior Year: Spring

1. Await the arrival of college decisions.
2. Make a final decision and notify all schools of your acceptance or denial of admission to each college by May 1st.
3. Send in your admission deposit.
4. Apply for housing if you plan to live on campus.
5. Take placement exams (if required) by the college.
6. Consider taking the AP exam in May.
7. Update Naviance/Family Connection - indicate your admission decision for each college in which you applied and indicate in Naviance/Family Connection which school you will attend. We will run the report from Naviance/Family Connection for final transcripts. Please mark final transcript required in Naviance/Family Connection. We need to know which college to send your final/graduated transcript.
8. NCAA Student Atheletes planning to participate in a Division I or II sport must request a final transcript in Naviance/Family Connection to NCAA and confirm amateurism status on the eligibility center website.
9. Maintain your grades and enjoy the end of your senior year.

T. SUMMER ACTIVITIES

Although summer time is a welcome break for most students from their high school education, it is a good time to make progress in planning for post-secondary education. During the summer, there are several things students can do to help prepare.

1. Visit colleges which are difficult to reach during the school year. Even though the regular students may not be present, you can still gain much information about the college environment.
2. Participate in internships.
3. Attend a summer enrichment program hosted by a college/university.
4. Obtain a part-time or full-time job.



U. CAREER OPPORTUNITIES

What Are My Training Program Options?

Training programs are available in almost any discipline and through both public and private sources. The common theme of any training program is that the student receives practical skills and training that he/she can apply to a vocation. Several different types of training programs are described below.

Americorps

- Individuals ages 18-24, receive training that they utilize to provide services to communities that are in need throughout the United States.
- 10 month training program that begins in the fall - located nationwide.
- Projects include providing disaster relief, helping kids learn how to read, building low-income housing, cleaning up streams, and working to prevent crime.
- Participants receive a modest living allowance, housing, meals, transportation, limited health care benefits, and an education award upon successful completion of the program.
- Will assist students in obtaining their GED if they have not graduated from high school.
- Application deadline is April 1 for the following fall.
- For further information contact Americorps directly at 1-800-731-0002 or online at www.americorps.org.

Apprenticeship

- Oldest form of training program, individuals are trained on the job in more than 800 different apprenticeship occupations nationwide.
- Individuals receive paid salaries that increase regularly throughout the training program.
- Apprentices must attend class one or two nights per week to supplement on the job training.

U. CAREER OPPORTUNITIES

- Successful completion of an apprenticeship results in certification that is recognized nationally for entry as a journey worker in a given trade.

Job Corps

- This federal job training program provides participants with residential vocational training, remedial education, and job placement services.
- Applicants must be between the ages of 16-24, have a low family income and be in need of training to obtain a job.
- Benefits include getting paid while learning vocational skills, medical and dental care, housing, meals, job placement assistance, and up to $2,400 upon graduation to start out in a new job.
- Will assist students in obtaining their GED if they have not yet graduated from high school.
- For further information, contact Job Corps at 1-800-624-9191.

Technical and Professional Schools

- Offer career-specific programs of study in fields such as business, technology, computers, cosmetology, auto mechanics, culinary, and building trades.
- Programs vary in length from 3 months to 2 years, with tuition varying widely.
- Offers flexible course scheduling so as to allow for full-time employment with courses in the evening.
- Conduct program search just like a 4-year college search, including visits/tours, applying.
- Many technical and professional programs are offered through community colleges in addition to private schools.

V. EMPLOYMENT

Jobs after High School

Looking for a permanent job after graduation from high school can be a daunting task. Many jobs require a skill or some post (after) high school education. If you have decided that you want to get a job and move on, you need to prepare a resume. A resume is a short one or two page summary of your accomplishments and experiences.

Your resume is the first impression that you make on a prospective employer. It is critical that you spend time planning, creating, and editing your resume so as to make a good impression. The following information provides tips on the do's and don'ts of resumes. Utilize this information in conjunction with meeting with your school counselor.

When Creating a Resume, always....

- Review different formats before selecting one
- Make your resume visually attractive
- Use short phrases instead of sentences
- Use action verbs - check grammar and spelling
- Concentrate on relevant skills you have developed
- Include information which emphasizes your potential
- Include any classes or training that makes you an attractive candidate for the position. Be selective about the information you use.

And Never…

- Include reasons for leaving previous jobs
- Use grade point averages which fall below a "B" average
- Include information which could be interpreted negatively

W. MILITARY

There are four branches of the military: Army, Navy, Air Force, and Marines. Opportunities for students also exist in the Coast Guard and the Reserves. College students who sign up for an ROTC program (Reserve Officer's Training Corps) will enter the military as officers, while academically gifted students will find excellent educational opportunities at the four military academies.

Students who are interested in the military should start by gathering information.

Because the various military branches each provide different career, training, and educational opportunities, it is a good idea to talk with more than one recruiter. The closest recruiting office to Pottsgrove is located on Shoemaker Road in Pottstown. All branches are located in this recruiting offce. Students are encouraged to contact a recruiter to schedule a time to meet with them. Recruiters do visit the high school throughout the year for small group presentations.









W. MILITARY

Enlisting Requirements

In order to enlist in the military, students generally must be high school graduates, earn a minimum score on the ASVAB (Armed Services Vocational Aptitude Battery), and be of good character. They must also be healthy, in good physical condition, and be able to pass a physical exam given by the military.

ASVAB

Students serious about exploring opportunities in the military should take the ASVAB. The ASVAB is a ten-part, three-hour test, which identifies a student's aptitudes and strengths. *Taking the ASVAB in no way obligates the student to the military.* Recruiters arrange for students to take the ASVAB. Although it is not difficult to study for this test, students should become familiar with its format by taking practice tests. Free practice tests are available to students online. It is important to do as well as possible on the ASVAB. The higher the student's score, the more career and training choices he/she will have to choose from. Since different branches have different score requirements, it is a good idea to have recruiters representing different branches look at a student's ASVAB score.

Obligations & Benefits

When young people enlist, they obligate themselves to active duty - from two to six years of service. Enlisting in the military is a serious, long-term commitment. High School students need to understand that it is very difficult to leave the military before the enlistment period is over.

In addition to basic pay and free education/training, the enlistee also receives free housing, and free medical and dental care. Basic pay is

W. MILITARY

determined by rank and years in the service. The Montgomery GI Bill provides enlistees with an excellent opportunity to earn money for college while they are in the military.

Basic Training

Basic training is 6-10 weeks of intense physical and mental preparation in which enlistees receive classroom instruction, field training, and exercise. Enlistees learn how to take orders and how to live and work in close quarters with a wide variety of people. They also learn discipline, self-control, physical endurance, and respect for authority. Once enlistees finish basic training, they receive 2-12 months of job training, called Advanced Individual Training (AIT).

The Service Academies

The Army, Navy, Air force and Coast Guard each have its own academy (West Point, The Naval Academy, The Air Force Academy, and The Coast Guard Academy.) These institutions offer a free four- year college education to the students they accept. After graduation, these students enter the military as officers. Applicants should have a high GPA in a strong college prep program of study, high ACT/SAT scores, and be in good physical condition. Students interested in going to one of the academies must obtain nominations to apply. It is recommended that students begin this process early in their junior year.

W. MILITARY

Reserve Officer's Training Corps (ROTC)

ROTC programs are located at approximately 600 colleges and universities across the United States. In addition to the institutions that serve as hosts or extensions, there are another 1,800 institutions in which a ROTC student can cross-enroll. Graduating high school seniors who qualify for competitive four-year ROTC scholarships will receive the costs of tuition, fees, books, and a monthly stipend. Students who receive ROTC scholarships must meet certain physical and academic requirements. They agree to accept an appointment as a Commissioned Officer in the military after graduation. (A minimum of four years active and two years reserve duty are required.)

In addition, some ROTC scholarships may be available for students who decide to join as a college sophomore or even as a college junior, as well as for students who originally joined ROTC units as non-scholarship students. The requirements and obligations are somewhat different for these students than for four-year scholarship students. There are different requirements, procedures, and benefits associated with the ROTC program operated by various military services.

In addition to ROTC programs, there are also other special programs which provide college financial assistance to students who promise to fulfill a term of military service after graduation.

Military Timeline

Junior Year:

1. Academically gifted students who are seeking acceptance to one or all of the four military academies will need to begin the process by contacting their local recruiting office.

W. MILITARY

2. Students who would like to pay for college by participating in a ROTC program are also encouraged to contact the local recruiting office so that they can allow themselves time to review the list of colleges offering ROTC programs. Like other students planning on entering college, ROTC candidates will need to register for a college entrance exam in the spring of their junior year.
3. Students who have no immediate plans for college and are considering the military are encouraged to contact the local recruiting office in January of their junior year to ensure that they have the best choice of jobs available.
4. Through the delayed entry program, high school students can be sworn in during their junior (or senior) year and delay entry until after graduation. This enables students who want to receive training in a particular career field to have an opening held for them.

Senior Year

1. Students considering ROTC will need to send in both their admission application and ROTC application in the fall semester of senior year.
2. Students applying to Service Academies complete their applications by the deadline specifiec by the academy.

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