

Henry E. Lackey High School



2024 – 2025 Junior/ Senior Handbook

Lackey High School Junior and Senior Handbook
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Henry E. Lackey High School

3000 Chicamuxen Road O Indian Head, Maryland 20640

301-743-5431 O 301-753-1753 O Fax 301-743-9076

Things you will need to know when completing your application 2024 – 2025

School Name: Henry E. Lackey High School
School System: Charles County Public Schools
School Address: 3000 Chicamuxen Road
Indian Head, Maryland 20640
School Phone: (301)753-175353 or (301) 743-5431
Fax: (301)392-5504 or (301)743-3-9076
High School Code: 210675
Principal: Ms. Cheryl Davis
Senior Vice Principal: Mr. Newcamp
Junior Vice Principal: Ms. Nissen
Counselor A – D Mr. Hall
Counselor E – K Mr. Caputi
Counselor L – R Ms. Plenty
Counselor S – Z Ms. Naughton
College and Career Advisor (C.C.A.): Ms. Long
Date of High School Attendance Seniors: 8/21 – 6/25
Date of High School Attendance Juniors: 8/22 – 6/26

Obtained from Transcript

Cumulative Grade Point Average (weighted); _____

Cumulative Grade Point Average (unweighted): _____

Class Rank: _____

YOU WILL ALSO NEED TO KNOW YOUR SOCIAL SECURITY NUMBER!

Student Name _____

2024 - 2025 ACT Test Dates

Test Date	Registration Deadline	Late Registration Deadline Late Fee Applies
September 14, 2024	August 9	August 25
October 26, 2024	September 20	October 7
December 14, 2024	November 8	November 22
February 8, 2025	January 3	January 20
April 5, 2025	February 28	March 16
June 14, 2025	May 9	May 26
July 12, 2025	June 6	June 20

Basic registration fee (per test option)

[Fee Waivers Available](#) (ask about eligibility requirements)

ACT (No Writing)	\$69
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Includes reports for you, your high school (if you authorize reporting), and up to four college choices (if valid codes are provided when you register).

ACT Plus Writing	\$94
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Includes reports for you, your high school (if you authorize reporting), and up to four college choices (if valid codes are provided when you register).

Register online
www.actstudent.org

LACKEY HIGH SCHOOL CODE: 210675

2024-2025 SAT Test Dates and Registration Deadlines

Test Dates	Test	U.S. Registration Deadlines	
		Regular	Late Deadline (a fee applies)
August 24, 2024	SAT	August 9	August 13
October 5, 2024	SAT	September 20	September 24
November 2, 2024	SAT	October 18	October 22
December 7, 2024	SAT	November 22	November 26
March 8, 2025	SAT	February 21	February 25
May 3, 2025	SAT	April 18	April 22
June 7, 2025	SAT	May 22	May 27

2024-2025 Fees

[Fee waiver available](#) (ask about eligibility requirements)

Test	Fees
SAT	\$68

Register online

www.collegeboard.org

LACKEY HIGH SCHOOL CODE: 210675

WHAT COLLEGES LOOK FOR

College admissions officers are looking for well-rounded students who will be academically successful at their institutions. Since most colleges have more applicants than they have available space, they establish certain criteria for selection:

Academic Rigor

GPA

SAT/ACT Test Scores

Extracurricular Activities

Letters of Recommendations

Interviews

Student Essay

Other factors considered:

Athletic Ability

Special Talents/Fine Arts

Diversity

Summer Experience

Internships

While the criteria may be the same from school to school, their order of importance will vary. No single factor will determine acceptance or rejection. Some colleges may look only at grades and test scores. Most, however, are interested in more than just the academic record. They want to know about accomplishments, interests, and future goals. The most important thing is to take challenging courses and work hard.

CHOOSING A COLLEGE

Most students apply to at least three colleges; five or six would give you all the options you need. As you narrow your choices, we suggest that you consider the criteria listed below and have at least one college from each of the following categories:

Reach Schools – those that are a “reach” for you either academically or financially.

Probable Schools – those that will meet all your needs and will likely accept you.

Safe Schools – those that will make you happy and will be sure to accept you.

Academic Programs and Curriculum

Does the college have the major you are considering?

Does the college offer credit?

Are there co-op programs?

How many courses or credits are needed to earn the degree you want?

Academic Competitiveness

How do your academic credentials compare to the freshmen profile? (Ask college for Freshmen profile.)

Have you taken an academically challenging program in high school?

What is the average GPA, SAT or ACT score of freshmen entering that college?

Location

Distance from home – how far from family and friends?

Transportation costs?

Rural vs. urban environment?

Climate – Can you survive at a college where the ground turns white in October and you don't see green until May?

Type of School

Public vs. private?

Do you want a college or university? (arts, military, single sex or historically black)

Do you prefer a small, medium or large enrollment?

Student Body and Student Life

Coed or single sex?

What kind of extracurricular activities are there?

What special services are available – counseling, tutoring, health care?

Do most students live in dormitories or commute?

What percentage of freshmen return as sophomores?

Comfort level – do students have similar goals as you?

What percentage of the student body goes to law, medical or graduate schools?

What percentage gets jobs after graduation?

Cost

Is there financial aid available?

Do they have work study programs?

What is your parent's official state of residence? Do they have dual residency status?

NCAA REQUIREMENTS

Division I academic eligibility

To be eligible to compete in NCAA sports during your first year at a Division I school, you must graduate high school and meet **ALL** the following requirements:

- Complete 16 core courses:
 - Four years of English
 - Three years of math (Algebra 1 or higher)
 - Two years of natural/physical science (including one year of lab science if your high school offers it)
 - One additional year of English, math or natural/physical science
 - Two years of social science
 - Four additional years of English, math, natural/physical science, social science, foreign language, comparative religion or philosophy
- Complete 10 core courses, including seven in English, math or natural/physical science, before your seventh semester. Once you begin your seventh semester, you may not repeat or replace any of those 10 courses to improve your core-course GPA.
- Earn at least a 2.3 GPA in your core courses.
- Earn an SAT combined score or ACT sum score matching your core-course GPA on the Division I sliding scale, which balances your test score and core-course GPA. If you have a low test score, you need a higher core-course GPA to be eligible. If you have a low core-course GPA, you need a higher test score to be eligible.

Division II Academic Eligibility

To be eligible to compete in NCAA sports during your first year at a Division II school, you must meet academic requirements for your core courses, grade-point average (GPA) and test scores.

You must graduate high school and meet **ALL** the following requirements:

- Complete 16 core courses:
 - Three years of English.
 - Two years of math (Algebra 1 or higher).
 - Two years of natural or physical science (including one year of lab science if your high school offers it).
 - Three additional years of English, math or natural or physical science
 - Two years of social science
 - Four additional years of English, math, natural or physical science, social science, foreign language, comparative religion or philosophy
- Earn at least a 2.2 GPA in your core courses.
- Earn an SAT combined score or ACT sum score matching your core-course GPA on the Division II sliding scale, which balances your test score and core-course GPA. If you have a low test score, you need a higher core-course GPA to be eligible. If you have a low core-course GPA, you need a higher test score to be eligible.

NCAA Eligibility Center Official Site

<https://web3.ncaa.org/ecwr3/>

APPRENTICESHIPS

Apprenticeship is an employer's training program. It is a time-honored program combining on-the-job training (OJT) with related instruction (RI). The result is a skilled craftsperson. When you complete both on-the-job training and the related instruction, you become a registered apprentice. Registered apprentices completing a full program receive a State Apprenticeship Certificate upon completion. This certificate is nationally recognized.

Examples of Apprenticeship Programs:

Barbering
Carpentry
Cosmetology
Electricity
Heating, Ventilation and Air Conditioning
Machinist
Nail Technician
Office Administrative Support Specialist
Optician
Plumbing
Surveying

Apprenticeship Terms/Definitions

Apprentice

– Person 16 years or older, learning a trade with on-the-job training and related instruction in accordance with state and federal apprenticeship standards.

Apprenticeship

– A certified, structured, well-defined program of training that combines supervised on-the-job training skills with related instruction training in the classroom.

Apprenticeship Agreement

– Voluntary signed document between employer (sponsor) and the apprentice that establishes their commitment and responsibilities.

Licensing

– Upon completion of apprenticeship the apprentice will receive an application at graduation or in the mail to take the exam.

Department of Employment Services D.C.

4058 Minnesota Avenue, NE

Washington, DC 20019

Phone: (202) 724-7000

(202) 698-5099

<https://does.dc.gov/service/apprenticeships>

Steamfitters Local 602

Apprenticeship

(301) 341-1555

Plumbers and Pipefitters

(301) 552-3505

COLLEGE OF SOUTHERN MARYLAND WORKFORCE TRAINING

<https://www.csmd.edu/programs-courses/non-credit/workforce-training/index.html>

COLLEGE PLANNING CALENDAR: JUNIOR YEAR

<p>September</p> <ul style="list-style-type: none"> - Register for the PSAT - Register for SAT/ACT - Begin meeting with college representatives in Career Center - Attend the College Fair/College Night Programs 	<p>October</p> <ul style="list-style-type: none"> - Register for the PSAT - Register for SAT/ACT - Take the PSAT - Register and take ASVAB here at Lackey 	<p>November</p> <ul style="list-style-type: none"> - Consider taking the ASVAB (Armed Services Vocational Aptitude Battery) - Register/Pay for AP Exams - Register for SAT/ACT 	<p>December</p> <ul style="list-style-type: none"> - Attend a financial aid workshop - Students will receive results of PSAT - Register for SAT/ACT 	<p>January</p> <ul style="list-style-type: none"> - Begin college search and research - Register online for spring SAT and/or ACT
<p>February</p> <ul style="list-style-type: none"> - Plan senior course selections with Counselor -- Register by mail or online for spring SAT and/or ACT 	<p>March</p> <ul style="list-style-type: none"> - Begin service academy and ROTC Applications - Register by mail or online for spring SAT and/or ACT 	<p>April</p> <ul style="list-style-type: none"> - Take SAT I and/or ACT - Attend college fairs - Begin/continue scholarship search (e.g. Internet, scholarship bulletin) - Visit college campuses during spring break) - Register and take ASVAB here at Lackey 	<p>May</p> <ul style="list-style-type: none"> - Take SAT and/or ACT - Take Advanced Placement Exams - Begin NCAA Clearinghouse process - Ask for letters of Recommendation -- Register by mail or online for spring SAT and/or ACT 	<p>June</p> <ul style="list-style-type: none"> - Take the SAT and/or ACT - Summer: explore career pathways - Consider volunteering, summer college program, internship, and/or work during the summer

ONGOING

- Visit college representatives in the Career Center.
- Meet with military representatives.
- Begin working on your college essays, resume, and academic resume'.

THIS IS THE YEAR TO STUDY. SEEK HELP WHEN YOU NEED IT

SUMMER

- Write and visit colleges or visit websites for information and/or applications.
- Write for scholarship applications
- Register on scholarship websites: www.fastweb.com

COLLEGE PLANNING CALENDAR: SENIOR YEAR

<p>September</p> <ul style="list-style-type: none"> - Finalize list of colleges - Check online or write for college applications - Register online Fall: SAT and/or, ACT - Submit requests for recommendations from teachers/counselors - Complete ROTC and service academy applications - Complete NCAA Eligibility Center forms: - Attend College Fair and College Night programs 	<p>October</p> <ul style="list-style-type: none"> - Note application deadlines - Search for scholarships - Submit early decision applications - Begin working on regular admissions applications - Submit requests for recommendations and transcripts - Finalize teacher recommendations - Attend College Fair and College Night programs - Take the SAT , ACT - Register by mail or online for spring SAT and/or ACT - Register and take ASVAB here at Lackey - Request FAFSA Pin 	<p>November</p> <ul style="list-style-type: none"> - Continue with college application and essays - Submit requests for recommendations and transcripts - Take SAT or ACT - Register/pay for Advanced Placement exams - Schedule interviews or auditions if necessary - Register online for spring SAT and/or ACT 	<p>December</p> <ul style="list-style-type: none"> - Look for early decision notification - Attend financial aid workshop - Pick up financial aid forms in the career center – FAFSA Profile - Take the SAT or ACT *December 11th Final date for requesting transcripts with January 1 deadlines. 	<p>January</p> <ul style="list-style-type: none"> - Submit financial aid (FAFSA) forms as close as possible to January 1 www.fafsa.ed.gov - Take the SAT, ACT
<p>February</p> <ul style="list-style-type: none"> - Semester grades mailed to all colleges where applications were sent - Avoid senior slump – FINAL GRADES MATTER!! 	<p>March</p> <ul style="list-style-type: none"> - Be aware of scholarship deadlines 	<p>April</p> <ul style="list-style-type: none"> - Respond to college acceptances and submit required fees - Follow up applications - Attend spring college fairs and apply to additional colleges, if necessary - Register and take ASVAB here at Lackey 	<p>May</p> <ul style="list-style-type: none"> -Take Advanced Placement exams - Notify colleges by May 1 of your decisions and notify your counselor, and C.C.A. 	<p>June</p> <p>GRADUATION Congratulations!!!!</p>

ONGOING

- Meet with college representatives in the Career Center.
- Complete applications accurately and on time.
- Revisit colleges: Do I see myself here?
- Participate in career experiences to further explore interests, abilities, and course of study.

POST-SECONDARY PROFESSIONAL AND TECHNICAL PLANNING CALENDAR

<p>September</p> <ul style="list-style-type: none"> - Set your goals - Take career inventories - Investigate various military services - College Fair 	<p>October</p> <ul style="list-style-type: none"> - Seek job shadowing opportunities - Discuss education options with your counselor - Register and take ASVAB here at Lackey 	<p>November</p> <ul style="list-style-type: none"> - Investigate: Apprenticeships - On-the-Job Training - Professional/technical programs 	<p>December</p> <ul style="list-style-type: none"> - Consider taking the ACT before graduation - Write resume - Attend financial aid workshop 	<p>January</p> <ul style="list-style-type: none"> - Discuss ASVAB results with your counselor and a recruiter - Obtain job applications - Begin working on financial aid forms
<p>February</p> <ul style="list-style-type: none"> - Continue working on financial aid forms 	<p>March</p> <ul style="list-style-type: none"> - Check application deadlines for government summer jobs 	<p>April</p> <ul style="list-style-type: none"> - Apply to CSM - Apply to professional/technical schools - Revise resume - Interview for jobs - Register and take ASVAB here at Lackey 	<p>May</p> <ul style="list-style-type: none"> - Visit Employment Commission - Attend job fairs 	<p>June</p> <p>GRADUATION!</p> <p>CONGRATULATIONS</p>

ONGOING ACTIVITIES

- Attend career presentations.
- Meet with professional/technical school representatives in the career center.
- Research military and technical training options.
- Conduct job research in the career center.
- Investigate scholarships.

Information regarding the College Application Process

Henry E. Lackey High School

In General

1. Maintain a challenging academic program in the senior year and maintain solid grades in those subjects.
2. Find out about the colleges to which you are applying - entrance requirements.

Completing the application

1. Read the whole application form and all of the instructions before starting to fill out the form.
2. Always use blue or black ink when completing applications and do so neatly.
3. File the application before the deadline and not on it.
4. Know what is required in terms of support materials to the application so requests can be made well in advance of due dates (teacher recommendations, transcripts, etc.).
5. Request a high school transcript using the procedure we have developed – the “GPS to Success” packet. You can pick up the packet in the Counseling Office. Return the request forms to the Counseling Office in a timely fashion – minimum of 10 school days.

Recommendations from teachers

1. Choose teachers who know you well and are enthusiastic when asked for a recommendation. Sometimes not the teacher where you have an ‘A,’ but where you’ve shown progress is the better choice.
2. Approach the teacher at a convenient time, usually before school starts or at the end of the day and allow the teacher sufficient time to do a nice job – minimum 5 school days. Make sure the teacher is aware of all deadlines.
3. Follow up with thank you notes, and by letting the teacher know what your college decisions are.

Activities

1. Create an academic resume.
 - a. Recognize that everything that you do is important – from sports to babysitting. It all contributes to the overall picture of you.
 - b. Realize that in general, depth of involvement is better than being involved in a large number of activities.

Transcript and/or Recommendation Request Process
Henry E. Lackey High School

First Request

The “GPS to Success packet” is **required** if you need a Counselor Recommendation.

- Pick up a “GPS to Success” packet from the Counseling Office.
- Return all Forms in “GPS to Success” packet to Counseling Office.
- Attach a copy of your Resume’
- Allow at least TEN school days to have information processed.**
- If your school accepts them electronically the counselor will upload them on the necessary platform (e.g., Sendedu, Common App, Coalition)
- For mailed Transcripts ONLY** - All Items will be returned to you in a sealed envelope.
 - Transcript (contains the most current Report Card).
 - Secondary School Report Form (if Applicable)
 - Counselor recommendation
- Students are responsible for mailing their own transcripts.** We recommend going to the post office and having items weighed to ensure proper postage is attached. Also, you may want to consider sending information with a “Delivery Confirmation” request.
- All other requests after the first require ONLY the Transcript Request Form**

Useful Websites

College Applications

www.commonapp.org	365 colleges accept this application
https://commonblackcollegeapp.com/	Alabama State University LeMoyne Owen College Albany State University Mississippi Valley State University Benedict College Morgan State University Bennett College Morris Brown College Bethune Cookman Norfolk State University Central State University Paine College Coppin State University Savannah State University Cheyney State University St. Augustine's College Dillard University South Carolina State University Fisk University Tuskegee University Florida Memorial College University of Arkansas, Pine Bluff Huston-Tillotson College Virginia State University Jackson State University Virginia Union University Kentucky State University Voorhees College Lincoln University Wilberforce University Wiley College

College Search

www.xap.com

www.collegeboard.org

www.petersons.com

www.overgrad.com

Xello login through **Clever**

Scholarships and Financial Aid

www.fastweb.com www.cappex.com www.scholarships.com

www.college-scholarships.com

<https://studentaid.gov/h/apply-for-aid/fafsa>