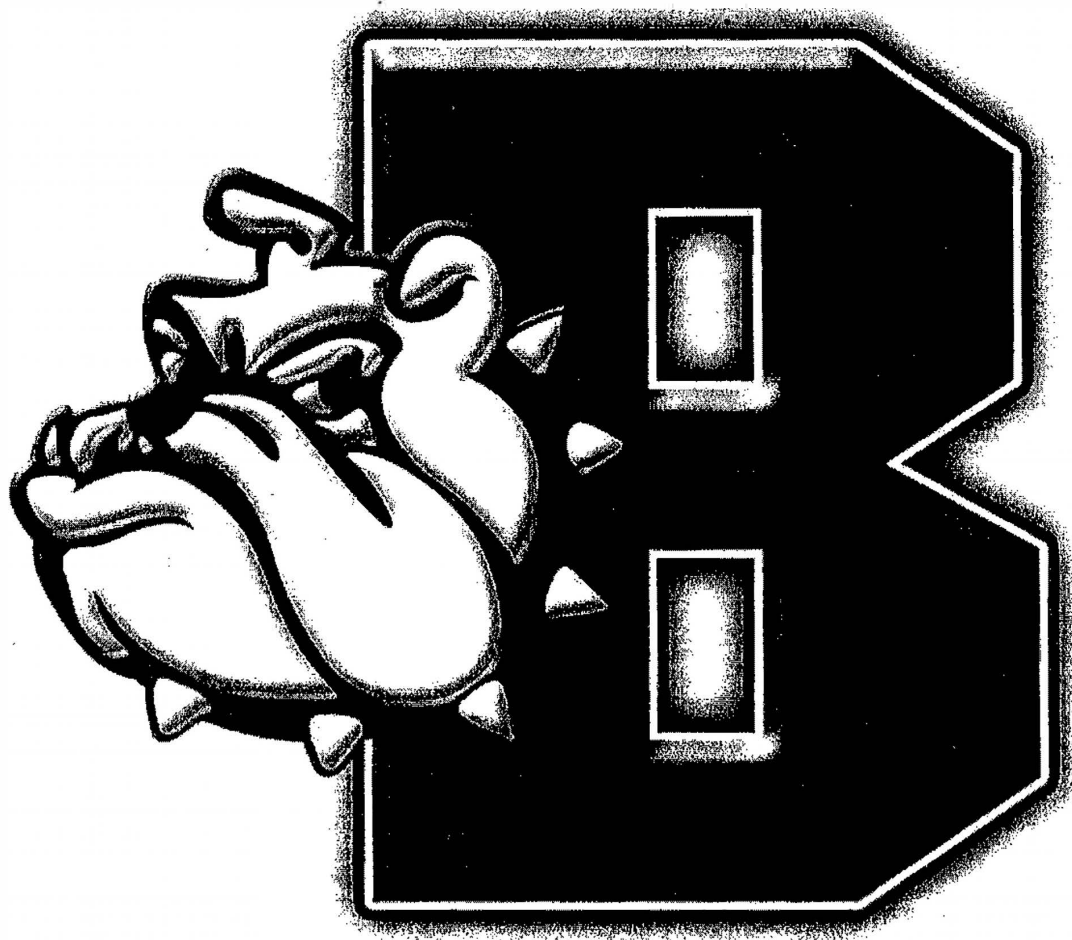


Burbank High School



Student & Parent Advisement (Revised Sep 5th, 2024)

Burbank High School Counseling Program

The Counseling Office at Burbank High School is staffed with credentialed counselors specifically assigned to help students with their educational plans, personal development, and career goals. Students are assigned to a counselor by special groups or alphabetically by last name.

One of the counselor's primary objectives is to assist students in planning courses of study which best meet their individual needs, abilities, interests, and plans for the future. Counselors also help students make decisions regarding the following:

- Curriculum and course selection
- College entrance requirements
- College admission testing
- Graduation requirements
- Educational planning
- Career exploration
- Personal development

Guidance Lessons:

Counselors work with students through their Health, English, or World History class to deliver the following guidance lessons:

Freshmen:	Coping strategies and emotional wellness
Sophomore:	UC/CSU entrance requirements and post-high school plans
Junior:	16 Personalities (MBTI) and College preparation review
Senior:	Careers and post-high school planning

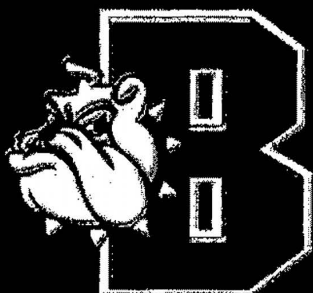
Parent Information Nights:

Parent Info Nights are held for each grade level the hour before Back-to-School Night.

Counselor Questions:

An effective first communication between counselors and students, or counselors and parents, is done via e-mail. For teacher or grading concerns, please e-mail the teacher directly. If students need to see their

counselor, they can request a conference via e-mail, or "drop in" at nutrition, lunch or after school. QR codes are also used to make and request a counselor meeting. They are posted in both classrooms and in the Student Center.



Counselors are located in the Student Center Secretaries:

Sara Rolat - Senior Secretary, Guidance

Ariana Garcia - Senior Secretary, Student Services

Rima Armiyants - Office Manager

Vivian Morales - Senior Secretary, Athletics & Activities

Please help us collect important data about your knowledge about
Burbank High's Mission and Vision Statement!

English, Spanish, and Armenian QR Codes are below!

¡Ayúdenos a recopilar datos importantes sobre su conocimiento sobre la declaración de misión y visión de Burbank High! ¡Los códigos QR en inglés, español y armenio se encuentran a continuación!

Խնդրում ենք օգնեք մեզ հավաքել կարևոր տվյալներ Burbank High-ի առաքելության և տեսլականի մասին ձեր գիտելիքների վերաբերյալ: Անգլերեն, իսպաներեն և հայերեն QR կոդերը ստորև են:



ENGLISH QR CODE



CÓDIGO QR EN ESPAÑOL



Հայկական QR կոդ



Meet your Administrators

Ms. Narineh Barzegar – Principal

Ms. Laura Anderson – Assistant Principal, Instruction

Dr. Michael Farber – Assistant Principal, Guidance

Ms. Jennifer Freemon – Assistant Principal, Student Services

Mr. Edwin Taylor – Assistant Principal, Athletics and Activities

MEET YOUR



BHS COUNSELORS



Kevin Adamson

Counselor (Caseload: ELD) ✉

kevinadamson@burbankusd.org



Yesenia Lopez

Counselor (Caseload: A-Eiv, DHH)

✉ yesenialopez@burbankusd.org



Britta Maslyk

Counselor (Caseload: Eli - Lon, CBI, NCAA) ✉

brittamasyk@burbankusd.org



Jacob Flores

Counselor (Caseload: Shahg - Tsat, NAF: A-Ki)

✉ jacobflores@burbankusd.org



Caroline Sasorski

Counselor (Caseload: Lopez-Shahb, Intervention)

✉ carolinesasorski@burbankusd.org



Donald Pesicka

Counselor (Caseload: Tun-Z, NAF: Kn-Z) ✉

Donaldpesicka@burbankusd.org

Caseloads may change on an annual basis, please check Aeries at the beginning of the semester to verify assigned counselor



NEW CELL PHONE POLICY



01 NO CELL PHONES
IN THE HALLWAYS
OR BATHROOMS
DURING CLASS TIME

02 PHONES WILL BE
CONFISCATED IF USED
WHEN NOT ALLOWED

03 WHEN CAN YOU USE
YOUR PHONE?

- DURING NUTRITION
& LUNCH
- DURING PASSING
PERIODS

****CONFISCATED PHONES CAN ONLY BE
PICKED UP BY A PARENT FROM 3:30PM-
4:00PM ****



4TH ANNUAL ESSAY CONTEST

Hosted by Burbank Masonic Lodge

CHOOSE 1 QUESTION TO ANSWER

- 1) "If you could have a conversation with any historical figure, who would it be and what current social issue would you discuss with them?"
- 2) "If given the chance to redesign your city's public spaces, what changes would you make to enhance community engagement and inclusivity?"
- 3) "What if you could spend a day in the future? What changes in society would you hope to see, & how can we work towards those changes today?"

DEADLINE: SEPT. 13TH



RULES:
AGES 12-21
500-600
WORDS MAX



1 WINNER PER RANGE
AGES 12-14: \$400
AGES 15-17: \$400
AGES 18-21 \$400

Send Essays To: info@burbankmasons.org
 Include Age & School Affiliation

818-848-3750

 @BurbankMasonicLodge

Save the Date - Awards Ceremony
 Tuesday, October 8th (Details to Come)





Graduation & A-G University Requirements

Graduation Requirements	
Social Studies	30
10 World History 10 US History 5 Government 5 Economics	
English	40
Mathematics	20
10 Algebra 1 or higher math class 10 Any other math class	
Science	20
10 Physical Science 10 Biological Science	
Practical Art	10
Fine Art	10
Elective	70
Health/Careers	10
Physical Education	20
Total Credits	230
Other Must earn at least a D- in all courses FAFSA Form (12 th Grade)	

A-G Requirements	
A - Social Studies	20
World History US History	
B - English	40
C - Mathematics	30
Algebra 1 Geometry Algebra 2 <i>(Recommend 4 Years)</i>	
D - Science	20
Physical Science Biological Science <i>(Recommend 3 to 4 Years)</i>	
E - Foreign Language	20
Must be 2 years of the same language NOT NEEDED FOR GRADUATION* <i>(Recommend 3 to 4 Years)</i>	
F - Visual/Performing (Fine) Arts	10
G - College Prep Elective	10
Total Credits	150
Other Must earn at least a C- in all courses	

High School Graduation Requirement Check List

Use the chart below to check off the courses/requirements you have completed towards meeting the BHS graduation requirements. Place a checkmark on the appropriate line when you complete each requirement.

Note: These are graduation requirements, NOT college admission requirements.

Subject Requirements:

English (8 semesters)

English 9	_____	_____
English 10	_____	_____
English 11	_____	_____
English 12	_____	_____

Mathematics (4 semesters)

Algebra 1	_____	_____
AnyotherMath	_____	_____

Science (4 semesters)

Biology	_____	_____
Physical Science	_____	_____

Social Science (6 semesters)

World History	_____	_____
U. S. History	_____	_____
Economics	_____	_____
Government	_____	_____

Physical Education (4 semesters)

9 th Grade	_____	_____
10 th Grade	_____	_____

Health/Careers (2 semesters)

9th Grade	_____	_____
-----------	-------	-------

Visual/Performing Arts (2 semesters)

_____	_____	_____
-------	-------	-------

Practical Art (2semesters)

_____	_____	_____
-------	-------	-------

70 elective credits

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total Credits Required is 230

Ninth Grade	(60)	_____
Tenth Grade	(60)	_____
Eleventh Grade	(60)	_____
Twelfth Grade	(60)	_____

BHS FOUR-YEAR PLAN

Counselor: _____

Student Name: _____

Date: _____

Student's Signature: _____

Parent's Signature: _____

For course descriptions and pre-requisites, please visit the BUSD website at www.burbankusd.org.

Grade 9		Grade 10		Grade 11		Grade 12	
Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Course	Course	Course	Course	Course	Course	Course	Course
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL
9th Grade Credits Required: 60 Credits Earned: _____ GPA: _____		10th Grade Credits Required: 120 Credits Earned: _____ GPA: _____		11th Grade Credits Required: 180 Credits Earned: _____ GPA: _____		12th Grade Credits Required: 230 Credits Earned: _____ GPA: _____	

Notes: _____

SAMPLE BHS FOUR-YEAR PLAN

Student Name: _____

Student's Signature: _____

Date: _____

Parent's Signature: _____

For course descriptions and pre-requisites, please visit the BUSD website at www.burbankusd.org.

Grade 9		Grade 10		Grade 11		Grade 12	
Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Course	Course	Course	Course	Course	Course	Course	Course
- English 9 A <input type="checkbox"/>	- English 9 B <input type="checkbox"/>	- World History A <input type="checkbox"/>	- World History B <input type="checkbox"/>	- US History A <input type="checkbox"/>	- US History B <input type="checkbox"/>	- Government	- Economics
- Algebra 1 A <input type="checkbox"/>	- Algebra 1 B <input type="checkbox"/>	- English 10 A <input type="checkbox"/>	- English 10 B <input type="checkbox"/>	- English 11 A <input type="checkbox"/>	- English 11 B <input type="checkbox"/>	- English 12 A	- English 12 B
- Biology A <input type="checkbox"/>	- Biology B <input type="checkbox"/>	- Geometry A <input type="checkbox"/>	- Geometry B <input type="checkbox"/>	- Algebra 2 A <input type="checkbox"/>	- Algebra 2 B <input type="checkbox"/>	Pre-calc (or other math class) →	
- Spanish 1 A <input type="checkbox"/>	- Spanish 1 B <input type="checkbox"/>	- Chemistry A <input type="checkbox"/>	- Chemistry B <input type="checkbox"/>	- Spanish 3 A <input type="checkbox"/>	- Spanish 3 B <input type="checkbox"/>	- AP Spanish Language A	- AP Spanish Language B
PE A <input type="checkbox"/>	PE B <input type="checkbox"/>	- Spanish 2 A <input type="checkbox"/>	- Spanish 2 B <input type="checkbox"/>	- Fine Art →		- Elective →	
- Health <input type="checkbox"/>	- Careers <input type="checkbox"/>	- PE A <input type="checkbox"/>	- PE B <input type="checkbox"/>	- Practical Art →		- Elective →	
SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL	SUMMER SCHOOL
9th Grade Credits Required: 60 Credits Earned: _____ GPA: _____		10th Grade Credits Required: 120 Credits Earned: _____ GPA: _____		11th Grade Credits Required: 180 Credits Earned: _____ GPA: _____		12th Grade Credits Required: 230 Credits Earned: _____ GPA: _____	

DO YOU NEED FREE ONLINE TUTORING?



Scan the above QR code for access to free online tutoring in all core academic subjects, Grades 9 – 12

BHS Counselors

FREE ONLINE TUTORING INSTRUCTIONS:

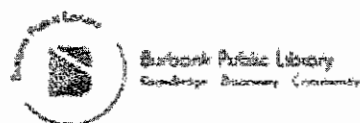
BUSD offers free online tutoring through a partnership with the **Burbank Public Library**, and it is available **Sunday through Saturday, from 10AM–10PM**. Students can click on this link to visit HelpNow: <https://landing.brainfuse.com/authenticate.asp?u=main.burbank.ca.brainfuse.com>

SCAN QR CODE FOR DIRECT LINK:



Students use their 9-digit Student ID Number (on your ID card, you have two bar codes, and your 9-digit ID number is the bar code above, and it's also available on Aeries), type it in, and click "Log In to HelpNow"

<https://landing.brainfuse.com/authenticate.asp?u=main.burbank.ca.brainfuse.com>



Welcome to Brainfuse *HelpNow*

On demand, anytime, anywhere eLearning. View how easy, intuitive and engaging Brainfuse HelpNow eLearning is for all ages and levels.

Get Started

Enter your library card **barcode number** with no spaces.

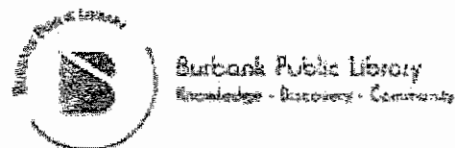
[Login to HelpNow!](#)

Live online tutoring is available every day from 1:00 PM to 10:00 PM PST.

HelpNow's features include:

- **Homework Help** Interact with live tutors in math, science, reading/writing, social studies, PSAT/SAT, ACT, AP and state standardized tests.
- **Skills-Building** Choose your topic to receive real-time help.
- **Personalized eLearning Tools** My File Sharing, My Session Replay, My Tutoring Archive, My Tests Archive, and more!
- **24-Hour Writing Lab** Submit essays and other forms of writing for constructive feedback.
- **Homework Seed Question** Submit homework questions for expert guidance.
- **Adult Learning Center** Access a library of rich adult learning content (GED) and live, professional assistance in resume/cover letter writing, U.S. citizenship prep, MS Office Essential Skills Se
- **Foreign Language Lab /Spanish-Speaking Support**

You'll immediately be given access to the main HelpNow page, and there are many resources you can use. But the one resource we would **strongly** recommend that students use is the "Live Tutoring" tab.



English ▾

Login

My Account ▾

Home Expert Help Study Collaborate Adult Learners

Tutors are available every day from 1:00 PM - 10:00 PM PDT

Brainfuse services will be unavailable for Veterans Day on Thursday, November 11, 2021. We will resume normal operations on Friday, November 12, 2021.

→ Recorded workshop - Addressing COVID Learning Loss ←
hosted by UCLA Professor Dr. Danny Diaz

Expert Help

Study

Collaborate

Live Tutoring
Live online help from expert tutors

LEAP Learning Platform
Diagnostic test center with customized study plans, lessons, and live tutoring

MEET™
Schedule sessions with friends in our private virtual study room

Writing Lab
Expert online writing assistance

FlashBulb™
Create and share flashcards, tests, and games

Brainwave™
Create and share movie-like notes and ideas

SkillSurfer
Live skills building and a library of lessons, videos, tests and more

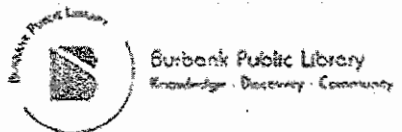
eParachute
Discover the college majors and careers that match your skills and interests.

Send Question
Send a question and receive an expert reply within 24 hours

Language Lab
Live help for language learners

Featured Service
Chess Tutoring - Connect with a tutor to sharpen your cognitive skills

When you click on the "Live Tutoring" tab, you'll be sent to a page where you can specify what grade you're in, what class you need help with, and you'll have immediate access to a tutor who specializes in that grade level and subject.



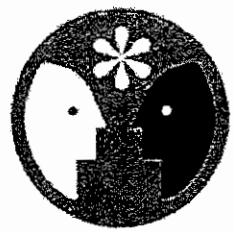
Log

Home Expert Help Study Collaborate Adult Learners My Account

Brainfuse services will be unavailable for Veterans Day on Thursday, November 11, 2021. We will resume normal operations on Friday, November 12, 2021.

- Other Services
- Live Tutoring
- Writing Lab
- SKIM Surfer
- Send Question
- Language Lab
- LEAP
- Bramwave™
- FlashBulb™
- MEET™

Live Help



You are just moments away from connecting with a live instructor. Simply select your grade and subject from the drop-down menus.

Grade:

Subject:

Tutoría en español

[Get Live Help](#)

- Learning Account Features
- My Account
- My Past Sessions
- My Message Center
- My Tests
- My Calendar
- My Brainwave

Once in the Live Tutoring section, the left side of the screen will be a whiteboard, where students can write or draw questions, or upload PDF's of assignments and immediately see their assignment, and can work on it with their tutor (our personal favorite feature on the site). On the right side of the screen is a chat box with the live tutor, where students and tutors can write back-and-forth. So whether students need help grasping concepts better, or just need to work on specific assignments, that tutor can help with anything a student needs.

brainfuse.com

1. Compute $703 - 354$.
Use a number line.

$703 - 354 = 349$

Numbers in the subtraction problem

2. Solve this equation using TWO different strategies.

$425 + 196 = 621$

One strategy must be a number line. HTO (Hundreds Tens Ones) can be another strategy (breaking apart numbers into expanded form and adding).

Strategy 2
Start with biggest number

Strategy 1
all of the jumps add up to the second number

$100 + 90 + 6 = 196$

50 40

during live session, we will work on the assignment

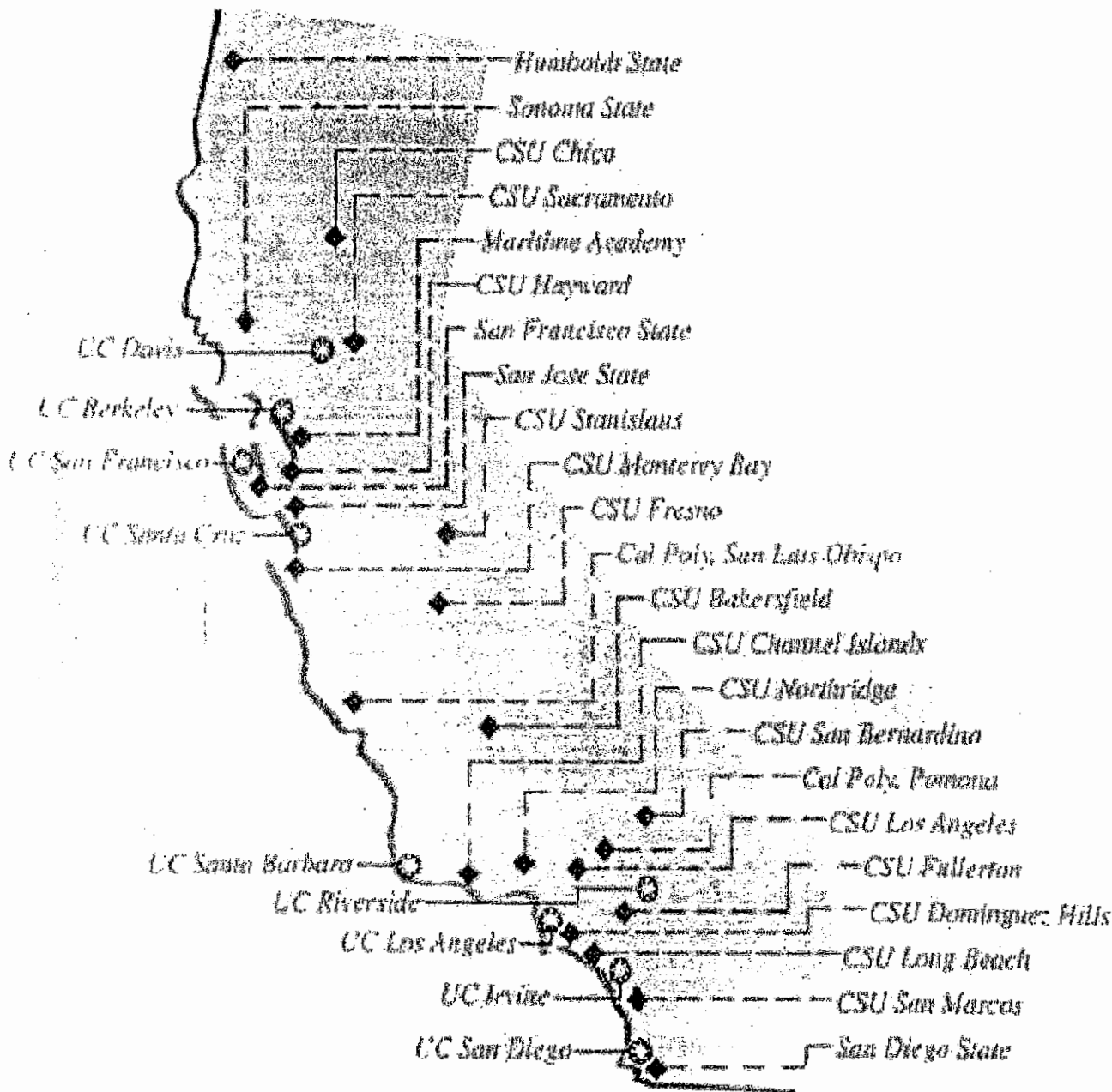
okay, this is really helpful

thank you SO MUCH!

CSU & UC LOCATIONS

UNIVERSITY OF CALIFORNIA
(UC)

CALIFORNIA STATE UNIVERSITY
(CSU)



UC/CSU Locations

Main AICCU Campuses by Region*

1. Northern California (1)

Simpson University, Redding

2. SF Bay Area (19)

California College of the Arts, San Francisco
 Calif. Institute of Integral Studies, San Francisco
 Dominican University of California, San Rafael
 Golden Gate University, San Francisco
 Holy Names University, Oakland
 Institute of Transpersonal Psychology, Santa Clara
 Mills College, Oakland
 Notre Dame de Namur University, Belmont
 Pacific Union College, Angwin
 Palo Alto University, Palo Alto
 Saint Mary's College of California, Moraga
 Samuel Merritt College, Oakland
 San Francisco Art Institute, San Francisco
 San Francisco Conservatory of Music, San Francisco
 Santa Clara University, Santa Clara
 Saybrook University, San Francisco
 Stanford University, Stanford
 Taura University - California, Vallejo
 University of San Francisco, San Francisco

3. Central Valley (4)

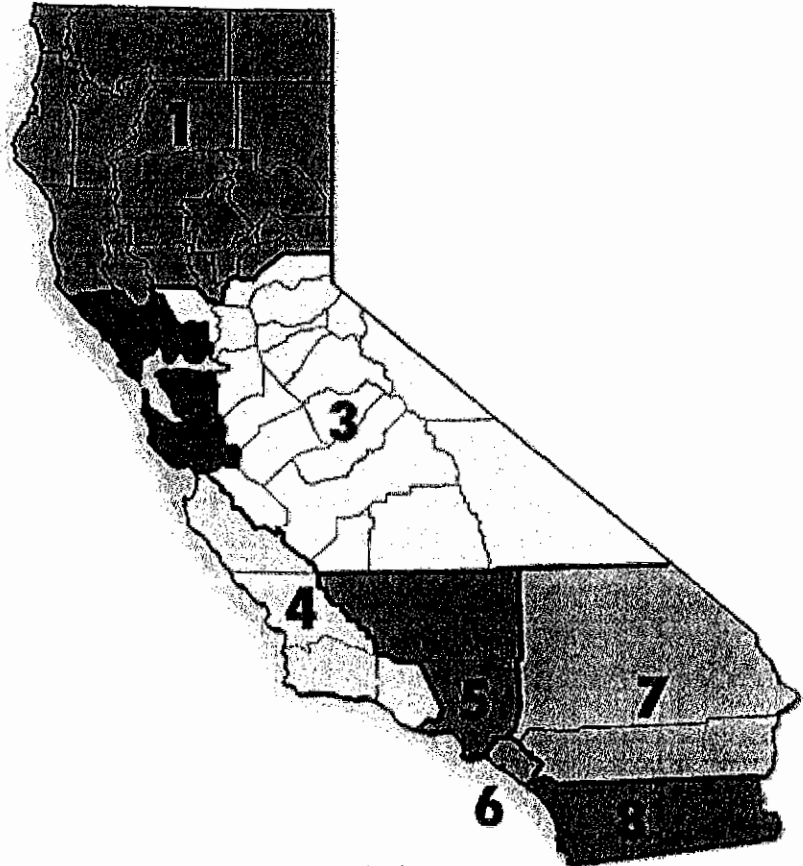
Fresno Pacific University, Fresno
 Humphreys College, Stockton
 University of the Pacific, Stockton
 William Jessup University, Rocklin

4. Central Coast (4)

California Lutheran University, Thousand Oaks
 Fielding Graduate University, Santa Barbara
 Thomas Aquinas College, Santa Paula
 Westmont College, Santa Barbara

5. Los Angeles/Kern (30)

American Academy of Dram. Arts L.A., Hollywood
 American Jewish University, Bel Air
 Antioch University Los Angeles, Los Angeles
 Art Center College of Design, Pasadena
 Azusa Pacific University, Azusa
 Biola University, La Mirada
 California Institute of Technology, Pasadena
 California Institute of the Arts, Valencia
 Chicago School of Prof. Psychology, Los Angeles
 Claremont Graduate University, Claremont
 Claremont McKenna College, Claremont
 Harvey Mudd College, Claremont
 Keck Graduate University, Claremont
 Loyola Marymount University, Los Angeles
 Marymount College, Rancho Palos Verdes
 Master's College, The, Santa Clarita
 Mount St. Mary's College, Los Angeles
 Occidental College, Los Angeles
 Otis College of Art + Design, Los Angeles
 Pacific Oaks College, Pasadena
 Pappardine University, Malibu
 Pitzer College, Claremont
 Pomona College, Claremont
 Scripps College, Claremont
 So. California Univ. of Health Sciences, Whittier
 University of La Verne, La Verne
 University of Southern California, Los Angeles
 Western University of Health Sciences, Pomona
 Whittier College, Whittier
 Woodbury University, Burbank



6. Orange (7)

Brandman University, Irvine
 Chapman University, Orange
 Concordia University, Irvine
 Hope International University, Fullerton
 Laguna College of Art & Design, Laguna Beach
 Soka University, Aliso Viejo
 Vanguard University of Southern California, Costa Mesa

7. Riverside/San Bernardino (4)

California Baptist University, Riverside
 La Sierra University, Riverside
 Loma Linda University, Loma Linda
 University of Redlands, Redlands

8. San Diego/Imperial (5)

Alliant International University, San Diego
 National University, La Jolla
 Point Loma Nazarene University, San Diego
 San Diego Christian College, El Cajon
 University of San Diego, San Diego

*See schools websites for satellite locations.



Honors & AP COURSES

Honors and AP courses

Both Honors and Advanced Placement (AP) classes are courses designed to challenge students academically. Honors courses are special programs offering the opportunity for educational enrichment, independent study, acceleration, or some combination of these. Advanced Placement courses are classes high school students can take that will give them the opportunity to earn college credit while still in high school. College credit may be awarded if a student earns a certain score on a specially designed College Board AP exam at the conclusion of an AP course. To best benefit from these classes, students must have the desire to take such classes on their own, and not because of parental pressure. Students need to understand and be willing, on their own, to meet the requirements such classes demand without becoming overwhelmed or feeling undue stress or pressure. Good attendance in these classes is a requirement.

AP and Honors classes are not required for all colleges. Students who do not, at this time, qualify or desire to take AP or Honors classes should not feel inadequate or worry that they will not be able to succeed in college. Students mature at different rates. They have different interests and want different things from their high school experience.

Weighted Grading/College Credit

- Some colleges and universities, including the UC and CSU system, will add points for approved Honors and AP Classes. This is classified as a “weighted” grading system.
- The presence of AP and Honors classes on a transcript is an advantage to students regardless of the grading system.
- In May, at the end of the school year, students who are taking AP classes are expected to take the AP test in the class they are in. Depending on the college or university, students who pass the AP test with a strong score can obtain college credit. Students should check with their college of choice to find out whether college credit is given for scoring well on an AP exam. Many colleges will give credit, but not all of them.

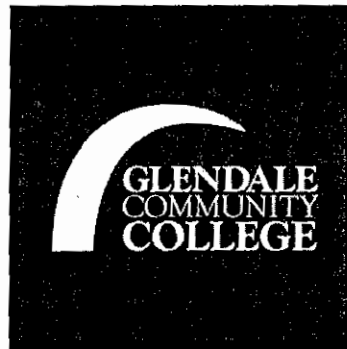
AP Exam Score	Qualification	College Grade Equivalent
5	Extremely well qualified	A
4	Well qualified	A-, B+, B
3	Qualified	B-, C+, C
2	Possibly qualified	—
1	No recommendation	—

College & CTE COURSES

Dual Enrollment Community College Classes

BUSD has developed a relationship with three community colleges in the area. BHS is able to offer our students a variety of community college classes that are taught at either BHS or JBHS. Students MUST have cumulative Grade Point Average of 2.0. Classes vary each semester but may include:

Health 102
Armenian 101/102
Media Arts 116
Animation Art 201
Speech/Communications
Child Development
Counseling 020
Finance 008
Sociology 011



Career Academies & Pathway Options

A current trend is to offer high school students their education as it aligns with certain careers. While some of our programs are just starting off, our Business Academy has been in place for over 20 years. Each of the three listed here are part of the National Academy Foundation.

Business Academy

The Business Academy connects high school students with the world of financial services and personal finance, offering a curriculum that covers banking and credit, financial planning, global finance, securities, insurance, accounting, and economics. The Business Academy curriculum and certification is validated by the Council for Economic Education. It is also very valuable for students planning entrepreneurial careers.

Engineering Academy

The Academy of Engineering answers an acute need for engineers in this country by educating high school students in the principles of engineering, and providing content in the fields of electronics, bio-tech, aerospace, civil engineering, and architecture. Academies use curriculum from The STEM Academy. They also benefit from support provided by National Action Council for Minorities in Engineering (NACME).

Medical Academy

The Academy of Health Sciences addresses the critical achievement gap in STEM fields and develops a pipeline of students prepared to pursue health-related degrees and professions in one of the fastest growing sectors of the economy, such as biotechnology, genetics, nursing, therapeutics, and diagnostics. Academies may use Biomedical curriculum from Project Lead the Way Inc. (PLTW) or the Health Sciences Careers curriculum from Paxton-Patterson. HOSA—Future Health Professionals also provides opportunities for students to build college and career-readiness skills. The National Consortium for Health Science Education provides an online module for work-based learning.

Industry Partnership

Each of these programs offers a *career readiness* experience to help prepare our students. Some of the programs involve internships, while others involve job shadowing. Each area of study includes an industry partnership where professionals in that field come to speak with students. Each academy pathway involves field trips and college visits.

Students who are interested in any of these programs will need to apply, interview, and be selected to participate. This usually occurs when entering sophomore or junior year.



Planning Your Future

The Options After High School

One of the most important decisions a young person will make is the selection of a career. A career is not just a way to earn a living—it's a way of life. As you make your plans, remember there are many options available to you after completion of high school. The following is a description of some of these options.

- **Work:** Entering a job right after high school can help establish and confirm career goals, build employable skills, and allow students to gain real life experiences through paid employment. Students should enter the world of work strategically and think carefully about their future goals. Choosing a field that supports short term and long-term career goals is most beneficial.
- **Trade/Technical Schools:** Trade/Technical schools link academic skills with career preparation. Students train for successful careers which meet the needs of businesses and industry in technically skilled occupations. Trade/Technical schools lead to a two-year associate degree, two-year certificate, apprenticeship training, or four-year college degree. The education is based on students' interests and takes advantage of the way they learn best. The skills learned are grounded in the work world and based upon things students will need to know and do in real work. Community colleges offer many Trade/Technical programs.
- **Apprenticeship Programs:** Apprenticeship programs combine on-the-job training with relevant classroom instruction. While earning a paycheck, apprentices work with skilled "journey level workers" to gain skill and knowledge to learn on-the-job. Most programs require at least 144 hours of instruction per year. The classes cover the theory behind the techniques of an occupation as well as safety instruction. For additional information about apprenticeship applications and other opportunities for on-the-job training, contact your local Employment Development Department (EDD) office or the Division of Apprenticeship Standards at its website:
<http://www.dir.ca.gov/DIR/Apprenticeship/DAS/da.html>.
- **Military Opportunities:** The Armed Forces offer many training programs which prepare young men and women for civilian jobs. Some of the immediate benefits of military service are:
 - Educational and career training (technical and professional)
 - Opportunity to become a commissioned officer through ROTC, Office Candidate Programs, and the Academies
 - Opportunity for promotion and pay raise
 - National and International travel opportunities
- **Military Academies:** Candidates for admission to the military academies must be citizens of the United States, must have reached their 17th, but not their 22nd birthday by July 1 of the calendar year in which they are appointed cadets, and must meet rigid scholastic and medical qualifications. Those interested should begin the application process during the spring semester of their junior year. Letters from representatives need to be obtained prior to the spring of the junior year. The military academies have highly selective admissions requirements.

Locations of Military Academies:

U.S. Air Force Academy.....	Colorado Springs, Colorado
U.S. Coast Guard Academy.....	New London, Connecticut
Merchant Marine Academy.....	Kings Point, New York
Military Academy.....	West Point, New York
Naval Academy.....	Annapolis, Maryland

TIPS FOR COLLEGE ADMISSION

- CHECK** your course schedule and credits with your counselor when you are signing up for classes for next year. Make sure you are on track to graduate as well as fulfilling your A-G requirements.
- ASK** about advanced placement courses. Get information on the courses and tests you will need to apply to your preferred colleges and universities. Update your **four year plan (see page 4)**.
- TAKE** the PSAT/NMSQT offered in the Fall for private or out-of-state universities. The 11th grade exam is also the National Merit Scholarship Qualifying Test (NMSQT). Start preparing at this free website: <https://www.khanacademy.org/sat>
- CONTINUE** participating in extracurricular activities, which will be an important part of your college application. Access the BHS club list under the **ACTIVITIES** tab on our website: www.burbankhighschool.com
- FIND** out what volunteer service clubs and programs there are within the BHS community and how many service hours are required for recognition at graduation.
- EXPLORE** career and college options with resources such as the **California Career Zone** (<http://cacareerzone.org/>), **Big Future** (<https://bigfuture.collegeboard.org/>) or **California Colleges** (<https://www.californiacolleges.edu/>)
- BEGIN** reviewing admission requirements for the colleges and universities you might consider attending. Explore each colleges' website and find a virtual tour of the campus.
- DOUBLE CHECK** to make sure you are taking the right classes at the right academic level to meet your colleges' admission requirements.
- KEEP TRACK** of your grades and attendance. If you are experiencing difficulty, reach out to teachers, counselors, and tutors for support and guidance.
- VISIT** the College and Career Center to find out what dual credit or dual-enrollment courses are offered throughout the school year. Sign up for the classes that offer high school and college credit.
- REGISTER** at www.collegeboard.com for the SAT and www.act.org for the ACT exam offered in June (not needed if only applying to UCs and CSUs unless pursuing NCAA status). Check to see if you will need to take SAT Subject exams for any majors you are interested in.
- ENROLL** in summer enrichment programs at college campuses or find summer volunteer/work opportunities in the community. Colleges look for students who use their summers to develop themselves academically, socially, or who are expanding their work experience.
- MAKE** sure to complete grade improvement for any D's and F's earned in academic a-g or college preparatory courses.

NOTES:

College Prep Time Line

FRESHMEN

ALL YEAR

- Enroll in recommended college preparatory courses where you can.
- Fine tune your study techniques to **maintain an "A" or "B" average.**
- Take career assessment tests through the health/careers course to help you choose a career path and a possible college major.
- Explore career interests using internet resources or reference guides.
- Get involved in clubs, community service activities. Work towards leadership positions.
- Create a personal college file to keep: copies of report cards, certificates and awards you receive, a list of school and community activities you join, a list of offices you hold in these organizations, a list of jobs you hold (volunteer and paid).

SOPHOMORES

ALL YEAR

- Continue to take challenging college preparatory classes as recommended.
- **Maintain an "A" or "B" average.**
- Continue to be involved in clubs, sports, music, and community service activities.
- Start visiting colleges and universities whenever possible.
- Explore colleges and universities using the internet, reference guidebooks and college representatives who come to school.
- Research summer enrichment courses offered through universities and colleges.

SEPTEMBER

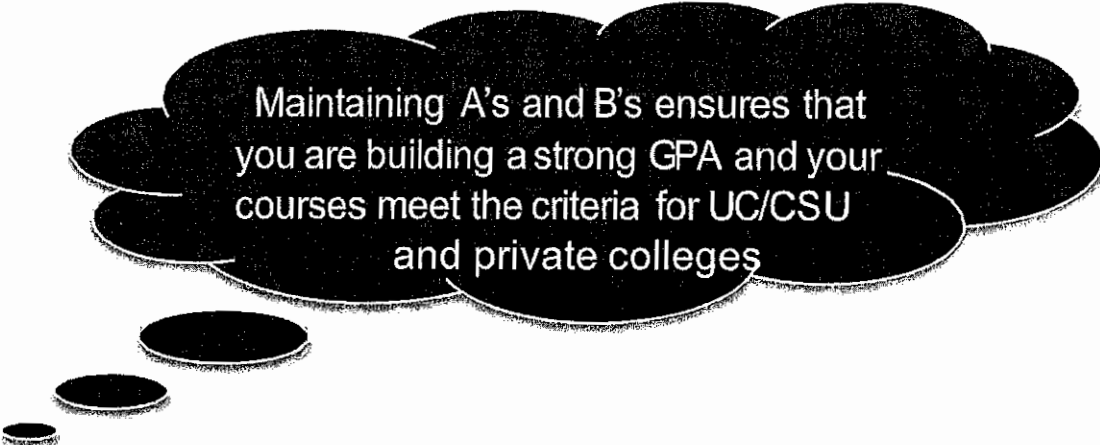
- Attend the BUSD College Fair held each year in September.

OCTOBER/NOVEMBER

- Opportunity to take the PSTA now and again in your Junior year.
- Meet with your counselor for high school and college planning.

MARCH/APRIL

- Register for the SAT subject tests if you are completing a course that will be important for your future major or aspiring to participate in STEM careers (i.e. Math 2, Spanish, Chemistry).



Maintaining A's and B's ensures that you are building a strong GPA and your courses meet the criteria for UC/CSU and private colleges

College Prep Time Line

JUNIORS

SEPTEMBER

- Register for the October PSAT/NMSQT if interested.
- Obtain dates/locations of college fairs, receptions and attend college rep visitations.
- Start preparing for SAT and ACT for private and out-of-state schools (make sure to check individual colleges as many no longer require the SAT or ACT).
- Attend the BUSD College and Career Fair held each year in September.

OCTOBER/NOVEMBER/DECEMBER

- Take the PSAT/NMSQT
- Attend the College Representative visits hosted by the Career Center.

JANUARY

- Register for SAT and ACT.
- Continue preparing for SAT and ACT.
- Start thinking about what courses you want to take in senior year.

FEBRUARY/MARCH

- Develop a preliminary list of colleges that interest you and set up plans to visit them.
- Register for SAT, SAT subject tests or ACT test for April, May and/or June if interested. Reminder that the ACT or SAT is required for students pursuing NCAA eligibility.
- Take SAT/ACT if you signed up.

APRIL/MAY

- Visit colleges you are interested in over spring break.
- Take SAT or ACT, if you signed up.
- Students interested in a military academy should start the college application process now.
- Students interested in college athletic programs should register through the NCAA Eligibility Center at <https://web3.ncaa.org/ecwr3/>.
- Take AP Exams

JUNE

- Take SAT, SAT subject tests or ACT tests, if signed up.
- Communicate with representatives from colleges you are interested in.

SUMMER

- Collect, read, and organize college application materials.
- Download a Brag Sheet and begin filling out.
- Continue to visit colleges.
- Begin working on your college application essays.
- Applications open in August!
- Take the August SAT or September ACT exams again (if needed) if you want to improve your score.

College Prep Time Line

SENIORS — 1st Semester

AUGUST/SEPTEMBER

- Discuss your college plans with your counselor at your senior meeting.
- Narrow down your college list to at least 6 — 7 college options.
- Visit the College/Career Center to sign up for “Google Classroom” to receive important information regarding scholarships, college visits, and application/testing deadlines. (**Join Code: mns0fv**)
- Request an unofficial high school transcript to help you complete the college applications.
- Register for the August, October, or November SAT, SAT subject tests, or ACT, if needed.
- Attend college representative visits hosted by the Career Center.
- Choose the teachers who you will ask to write you a letter of recommendation, if needed.
- Download a “Brag Sheet” from the school web site. Begin (or continue) filling it out.
 - **NOTE: Teachers and counselors need at least ONE MONTH prior to the deadline to write a recommendation.**
- Decide on whether you will submit your applications through Early Action or Early Decision.
- Begin your scholarship search using Fastweb.com.
- Start working on your UC Applications.
- Meet with your counselor for continued college and graduation planning.

OCTOBER

- Retake the SAT or SAT subject tests, if needed.
- Attend College Application Workshops after school, if needed.
- Attend College representative visits hosted by the College/Career Center.
- Start working on your Cal State Applications
- Start your financial aid application. Access <https://fafsa.ed.gov> for financial aid application if you have a social security number. Visit <https://dream.csac.ca.gov/> if you do not have one.
- Attend a FAFSA/CADAA workshop hosted by the College/Career Center
 - **Begin early—some schools require early filing for maximum financial rewards.**
 - Some private schools may also require subprofile application as well. Check their requirements and deadlines.

NOVEMBER

- Complete and send UC and Cal State applications.
- **NOVEMBER 30**—Deadline to send your UC and Cal State applications.
- **NOVEMBER 1 & 15**—Deadline for Early Action/Early Decision for private university applications.
- Begin to submit Rolling Admissions applications
- Retake the SAT or SAT subject tests, if needed.
- Start working on college admission applications with a January deadline.

DECEMBER

- Early December: Retake SAT or SAT subject tests, if needed.
- Continue working on applications with January or February deadlines.
- Early Action/Early Decision Applicants: college admission notifications begin.
- Request official transcripts **from the online Parchment Portal our school partners with** for colleges requiring 1st semester grades.
- Send SAT/ACT scores to requesting colleges.

College Prep Time Line

SENIORS — 2nd Semester

JANUARY

- January 1 & 15 – many private or out of state college applications are due.
- PARENTS/GUARDIANS AND STUDENTS: Gather your income tax returns for the prior year.
- Turn in the GPA Verification Form to the registrar.
- Continue checking "Google Classroom College Career Center" WEEKLY for scholarship and other important information.

MARCH/APRIL

- College admission notifications begin.
- March 2nd is the deadline to submit your FAFSA/CADAA and Cal Grant applications. Note that submitting to FAFSA and CADAA automatically qualifies you for Cal Grants. BHS submits your GPA for that.
- All college notifications should be received by the end of the first week of April.
- Decision-making time. Consult with counselors, teachers, current students, family, and friends.
- Re-visit colleges over Spring Break to help make final decisions.
- Financial Aid Award notifications sent out.

MAY

- **May 1** – Universal deadline to notify **ALL** colleges of your final college decision.
- **May 1** – Due date to return signed financial aid offer/agreement.
- Send in deposit along with the Statement of Intent to Register (SIR) to the college of your choice
- Send in the housing deposit to secure a space for campus housing.
- Continue to work hard in school. Colleges do look at your final senior grades. Your acceptance to the college is contingent on your academic performance through the end of the senior year.
- Send thank you notes to teachers and counselors who helped you with recommendations.
- Send thank you notes to any organizations who gave you any scholarship awards.
- Request a final transcript to be sent to the college you have chosen to attend. (**online through Parchment portal**)

Federal Student Aid

UNDERSTAND AID ▾

APPLY FOR AID ▾

COMPLETE AID PROCESS ▾

MANAGE LOANS ▾

Log In | Create Account



Home ► Understand Aid ► Estimate Your Aid: FAFSA4caster

Estimate Your Aid (FAFSA4caster)

If you would like to estimate your federal student aid, but aren't yet ready to apply for aid, try FAFSA4caster.

FAFSA4caster is a simple eligibility estimator tool that can help you plan when it comes to paying for college.

FAFSA4caster* gives you a free estimate of your eligibility for federal student aid. You must use the [Free Application for Federal Student Aid \(FAFSA®\)](#) form to apply for aid once you've decided to apply for admission and attend college.

- [Understand Your Options with FAFSA4caster](#)
- [Types of Questions Asked in FAFSA4caster](#)
- [Information Provided by FAFSA4caster](#)

FAFSA4caster is not an application for aid; it's a planning tool. Complete the FAFSA® form when you are ready to apply for aid.

The 4-Year College ADMISSIONS PROCESS

GENERAL REQUIREMENTS FOR ADMISSION

Every college and university will ask students to meet certain criteria in order to apply to their school. Colleges may ask for some or all of the following requirements. It is important to check the entrance requirements for each particular school you are interested in.

- Entrance Exams (SAT, SAT subject tests, ACT) if needed
- Grade Point Average (GPA)
- Specific college preparatory courses
- Extracurricular activities
- Letters of recommendation
- Personal essays
- Samples of previous work
- Personal interviews

TYPES OF ADMISSION

Standard Admission (or Regular Decision): This refers to admission applications and supporting documents that are submitted by a set date in the senior year. The submission dates vary from November 30 through March 15. The colleges review these applications and then take action on them by notifying all students of its decision at the same time. Notification dates are in the spring of the senior year, usually beginning from March 1 through April 15. If accepted, students must notify the college by May 1 of their intent to accept the offer of admission.

Early Decision: This program is for the strong, academically inclined students who select one particular college as a definite first choice. The application and supporting documents must be submitted in October or November of the senior year. The college will then take action and notify the student whether he or she has been accepted or deferred to the standard admission review time. This usually occurs in December. Admission under an early decision program is a **BINDING CONTRACT** to attend that college. If accepted, the student is obligated to attend that institution and **must withdraw all other applications**. Students may apply to only one school under Early Decision. Selective colleges with early decision programs include: Penn State; Columbia; Yale; Dartmouth; Princeton; and Cornell.

Early Action: This program refers to a non-binding early admission program. It is similar to Early Decision, but the student is not committed to attend if accepted, and may continue to apply to other schools. Also, the college can deny admission, as well as, accept or defer. Students receiving deferral notifications will be reconsidered with the regular applicant pool. Colleges with early action programs include the more selective Ivy-league schools such as: Harvard; Brown; MIT; University of Chicago; Boston College; and Georgetown.

NOTE: Unless a student has a very strong record up through the end of the junior year, applying early is not recommended. Most students use the fall of the senior year to present a complete picture to admissions committees in both their coursework and their test scores. For outstanding candidates who is certain about what he/she wants, applying early is an excellent option.

THE UNIVERSITY OF CALIFORNIA DOES NOT HAVE ANY KIND OF EARLY DECISION OR EARLY ACTION PROGRAM.

Rolling Admissions: Many state universities (outside of California) and some private schools act on admission applications as soon as the file is received. The college notifies the student of its decision within a short time (usually four to six weeks) after the application is completed. The deadline for this type of admission varies and can last up to May 1. These colleges usually continue to accept student until they reach capacity enrollment. Due to the competitiveness of current admission standards, it is best to apply early.

Open Admissions: Some colleges do not practice selective admissions and offer admission to all students who apply. The community colleges are an example of this type of admission.

The College Admissions Process

TYPES OF COLLEGE APPLICATIONS

The Common Application: This application form is used by a large number of private colleges and universities. Students can complete one Common Application and send it to any and all of the participating colleges, simplifying the application process and eliminating duplication of effort. The Common Application is available online. Visit the Common Application web site at www.commonapp.org.

Universal College Application: Like the common application, the UCA application is meant to provide students with a means to store, showcase, and submit school work, essays, transcripts, and documents to a variety of member colleges/universities.

The UC Application: The UC system has its own application form. The application is available on-line starting August 1st. Students can begin filling out the applications, but may not submit them until November 1st. There is one basic UC application; however, each campus's application has slight differences. Students may apply to one or as many as nine of the undergraduate UC campuses. Each application is individually completed and sent. An application fee is required for each campus. The deadline is November 30th. The web site is www.ucop.edu. Students who qualify for a fee waiver (embedded in application) may apply to up to four schools for free.

The Cal State University Application: The Cal State University system has its own application form. The application is available on line at www2.calstate.edu/apply. Students may start working on and submit their application on October 1st. It is due by November 30th. Students may apply to as many of the 23 universities as they wish to. Some universities/majors require a supplemental application. Students who qualify for a fee waiver (embedded in application) may apply to up to four schools for free.

PARTS OF THE APPLICATION PACKET

Most private and out-of-state applications will contain many parts.

Secondary School Report: This section of the application is completed by the school counselor. In most cases, it is sent to the counselor via e-mail. Your counselor will complete the school report and then return it to the college—all electronically. In order for your counselor to do a good job on this section of the application, the Guidance Department requires at least two weeks prior notice.

Counselor Recommendations: One part of the Secondary School Report is a letter of recommendation. In order to do a good job on this letter, students MUST turn in a "Brag Sheet". This helps counselors write a letter that is more personal and one that reflects each student's accomplishments in high school. The Guidance Department requires at least one month prior notice.

Transcripts: The Guidance Office will attach a copy of the students' transcripts to secondary school reports when asked to submit them. Otherwise, both official and unofficial transcripts must be issued by our registrar or online Parchment portal. Be advised that it can take up to 3 days to process a transcript request. All colleges will require a student to send a FINAL COPY of their official transcript at the end of the school year.

Options After High School — Certificate/2 Year PROGRAMS

START HERE! CHECK OUT THE 15 CAREER PATHWAYS ONLINE AT WHODOUWANT2B.COM

- *Health Science and Medical Technology
- *Information Technology
- *Building Trades and Construction
- *Manufacturing & Product Development
- *Transportation
- *Engineering and Design
- *Finance and Business
- *Fashion and Interior Design

- *Agriculture & Natural Resources
- *Marketing, Sales, and Service
- *Public Service
- *Energy and utilities
- *Education, Child Development & Family Services
- *Arts, Media and Entertainment
- *Hospitality, Tourism, and Recreation

CERTIFICATE PROGRAMS — OFTEN 1 YEAR OR LESS

⇒ Glendale College's Garfield Campus: www.glendale.edu/garfield; Certificates in: Office Skills and Business Education; Computers; General Office; Accounting and Medical/Dental Front Office

⇒ Burbank Adult School: www.burbankusd.org/bas; Certificates in Pharmacy Technician; Clinical Medical

Assistant, Pre-Certified Nursing Assistant; Medical Terminology; Medical Office Procedures, ICD-10 Coding, Medical Billing and Coding; Introduction to Adobe Creative Suite, Web Animation with Adobe Flash, Web Design, Photoshop, Print and Digital Media Design; Keyboarding and Basic MS word, Microsoft Computer Applications, Excel Level 1 and 2, Microsoft Office for Business, Intro to Accounting; Professional Cinema Makeup, Professional Hairstyling; Solar Photovoltaic Installer (Levels 1 & 2); Eco-Friendly Landscaping; Cable and Computer Networking, Computer Repair Technician.

⇒ North Valley Occupational Center: <http://nvoc.org>; Certificates in: Auto; Health; First Responder and EMT; Vocational and Practical Nurse; Business and Graphic Design; Industrial Program; Aviation Mechanic.

⇒ West Valley Occupational Center: <http://wovoc.org>; Certificates in: General and Medical Office; Finance/Accounting; Real Estate; Nurse Assistant, Long Term Care and Home Health Aide; CAN/Candidate for state examination, Pharmacy Technician, Physical Therapy Aide, Sports Therapy Aide; Child Care Occupation; Cosmetology with Esthetician and Manicuring; Fashion; Culinary; Graphic Arts' Computer Aided Drafting (CAD); Electronics, Computer Repair; Network Technician; Automotive Emissions; Air Conditioning/Refrigeration; Construction-Pre-Apprentice; Photovoltaics; Landscaping.

CERTIFICATE & ASSOCIATE DEGREE PROGRAMS

Offered at community college (over 107 campuses in California) www.cccapply.org

⇒ Glendale Community College (GCC)

⇒ Pasadena Community College (PCC)

⇒ College of the Canyons (COC)

⇒ Los Angeles Valley College (LAVC)

GCC: Animation, Accounting, Architectural Drafting and Design, Childcare, EMT/Fire Science, Aviation and Transportation Flight Attendant and Pilot Training, Construction and Cabinetry, Engineering and Robotics, Nursing.

PCC: Photo, Auto, Dental/Nursing, Architecture, Engineering, Fashion Design, Business and RETAIL Management, Computer, Machine and Manufacturing.

COC: Administration of Justice, Auto, Accounting, Marketing, Small Business Management, Hotel and Restaurant Management, Animation, Video Game Animation, Nursing, EMT/Fire Science, Graphic and Multimedia Design.

LAVC: Graphic Design, Accounting, Management, Marketing, Real Estate, Child Development, Computer Applications and Office Technology, CAOT in Administrative Assistant and Computer Application Specialist, Administrative Justice and Correctional Science, Broadcasting— Radio and TV, Journalism, Electronics, Biomedical Instrumentation, Solar: Energy, Design and Management, Sustainable Construction Management.

Options After High School — Certificate/2 Year PROGRAMS

Apprenticeship Programs — EARNING while LEARNING!

See www.cacareerzone.org for a complete listing under the “explore” tab at top and go to “college and training” and select “find training”

- ⇒ Air Conditioning and Refrigeration
- ⇒ Bricklayer
- ⇒ Electrician
- ⇒ Floor Cover
- ⇒ Ironworker
- ⇒ Cement Mason

Some basic requirements include:

- ◇ Must be 18 years of age
- ◇ Have a high school diploma or the equivalent
- ◇ Possess the aptitude, interest, and physical ability to succeed!
- ◇ Have good math skills

Private Career & Technical Schools

- ⇒ Concorde Career College www.concorde.org (Health Care)
- ⇒ Everest College www.everestcollege.edu (Health Care/Business)
- ⇒ DeVry www.devry.edu (Health, Business, Engineering, Media Arts)
- ⇒ UTI www.uti.edu (Automotive)
- ⇒ American Career College www.americancareercollege.edu (Health Care, Medical Billing, Pharmacy Tech)

Be sure to check accreditation statuses of each school to find the best fit for your career and educational goals.

Helpful Websites & Information

Burbank High School
www.burbankusd.org/bhs

College Searches
www.californiacolleges.edu

Career and college planning, information on every 2 year and 4 year college in California.

Bigfuture.collegeboard.org
Interest inventory, access to college planning and exploration.

www2.calstate.edu/apply
Plan for college, search the 23 Cal State campuses and apply online

www.ucop.edu/pathways
University of California link to all campuses.

<http://colleges.usnews.rankingsandreviews.com/college>
US News and World Report's list of Best College rankings plus unranked schools, news articles and school directories. Tools and reports to take you through the steps of the college process—from choosing where to apply to the application process.

www.petersons.com
Includes a way to search for colleges by major, tuition, sports and other criteria; plus help writing admissions essays, as well as test-preparation questions and information on financial aid.

www.princetonreview.com
Use the free school-match service, which can help you find the right school. Access 700 plus school applications, use free practice tests, search for scholarships, and read advice on topics such as how to pay for college. Lists the annual "Best Value Colleges".

www.studentsreview.com
Read college students' critiques of their schools.

Scholarships and Financial Aid
www.fastweb.com
www.fafsa.ed.gov
www.flnaid.org
csac.ca.gov
studentaid.ed.gov

College Admission Testing
www.collegeboard.org (SAT)
www.actstudent.org (ACT)

Career Exploration
www.calcareercenter.org
www.whodoyouwant2b.com
www.cacareerzone.org
www.roadtripnation.com
www.mynextmove.org

Applying to Colleges
www.commonapp.org
A general application form used by over 400 independent colleges.

www.universalcollegeapplication.com
A general application form used by some colleges.

www2.calstate.edu/apply
Applying to Cal States

www.ucop.edu
Applying to UC's

Still have QUESTIONS? EMAIL YOUR COUNSELOR
