



BARTLETT HIGH SCHOOL GUIDANCE DEPARTMENT

2025 COLLEGE APPLICATION and CAREER EXPLORATION WEEK

Bartlett High School is celebrating College Application and Career Exploration Week September 15th – 19th! Throughout this week, we will offer events to encourage students to explore options after high school.

🎉🎊 Back-to-back Spirit Weeks?! SAY WHAT?! 🎉🎊

Get ready to double up on the fun and show off your best looks two weeks in a row! 🙌🔥. Just don't forget, keep it dress code friendly while you rock your style! 😎✨



🎉🎊 MILITARY MONDAY 🎉🎊

Monday, September 15th

Show your school spirit by rocking your best **camo gear** as we celebrate and honor our amazing students with future plans to serve our country after graduation. ❤️💚💜



🎉🎊 TWIN OR TRADE TUESDAY 🎉🎊

Tuesday, September 16th

✨ Grab a friend and **twin** it up (future college roommate vibes encouraged!)
✨ OR dress to impress in the gear of your dream **career!** 🧑‍🔧👷‍♀️👨‍🎓👩‍💻



☀️🌟 YOUR FUTURE IS BRIGHT WEDNESDAY! 🌟☀️

Wednesday, September 17th

Bring the glow, bring the energy, and light up the halls in your brightest neon colors to show off just how **BRIGHT** your future really is! 💡✨



📷✨ DRESS FOR SUCCESS THURSDAY! ✨📷

Thursday, September 18th

Dress like you're headed to your dream **job interview**. This day lines up with our **Post-Secondary College & Career Night**, the perfect time to look the part and shine bright!



🎓🎉 COLLEGE FRIDAY! 🎉🎓

Friday, September 19th

Rep your **favorite college gear!** Show off the school you love, or the one you dream of attending. 💙💜💔

The **Memphis Area College Night** will be **Monday, September 15th** at the Memphis Sports & Events Center from 6:00pm - 8:00pm. For more information, please visit <https://www.memphiscollegenight.com>

MEMPHIS AREA
COLLEGE NIGHT

Christian Brothers High School is hosting a **Selective College Night** on **Wednesday, September 17th** from 6:00pm - 8:00pm. Admission representatives from some of the most selective colleges and universities will participate in a panel discussion to guide families on what to consider when preparing to apply. This event is open to the public and encourages anyone seeking guidance on the college admissions process to attend. To register for the event and for more information, please visit <https://www.cbhs.org/academics/college-counseling/selective-college-night>



BARTLETT HIGH SCHOOL POST-SECONDARY COLLEGE & CAREER NIGHT

Thursday, September 18



4:00 – 5:45



Student Parking Lot off Blackwell Street



Open to ALL BHS Students & their parents.

Come meet one-on-one with representatives!

Scan the QR code to see which Colleges, Universities, Trade Schools, Military Branches and Business Industries will be in attendance!

Free TRANSCRIPTS DURING COLLEGE APP Week

During College Application and Career Exploration Week, seniors can receive up to five (5) free transcripts to be sent to any college(s) of their choice. This opportunity opens Monday, September 15th at 7:00 am and ends Friday, September 19th at 2:00 pm.



- 🏛️ Students can apply now and request the transcripts during College Application Week.
 - 🏛️ Students must APPLY to the colleges of their choice by Friday, September 19th.
 - 🏛️ Students must physically see Mrs. Pilant in Guidance and show proof of application submission by Friday, September 19th at 2:00 pm. Students will sign the transcript book in Mrs. Pilant's office – sending an email or requesting online will not suffice.
 - 🏛️ Proof of application can be an official transcript request given to the student from the college or email application verification from the college.
 - 🏛️ Transcripts requested during College Application Week will start to be processed the following week; however, due to the heavy volume of transcripts requested at this time, please allow up to 2 weeks for BHS to process the request. Once documents are mailed from BHS, please allow 3-4 weeks for recipients to receive and process them.
 - 🏛️ It is the student's responsibility to ensure they have requested transcripts in time for any deadlines.
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COLLEGE APPLICATION FEES WAIVED

Several colleges in Tennessee are waiving their application fee this month (see separate attachment).

Students must apply on each college's website, not the Common App or Common Black College App, to take advantage of the waived fee.

The Tennessee Higher Education Commission (THEC) has partnered with Tennessee higher education institutions to provide college application instructional videos. These videos, created by Tennessee colleges, walk students step-by-step through each college's application process.

Combined with the free application opportunities throughout the state, with your free transcripts, this is a great time to save some money!

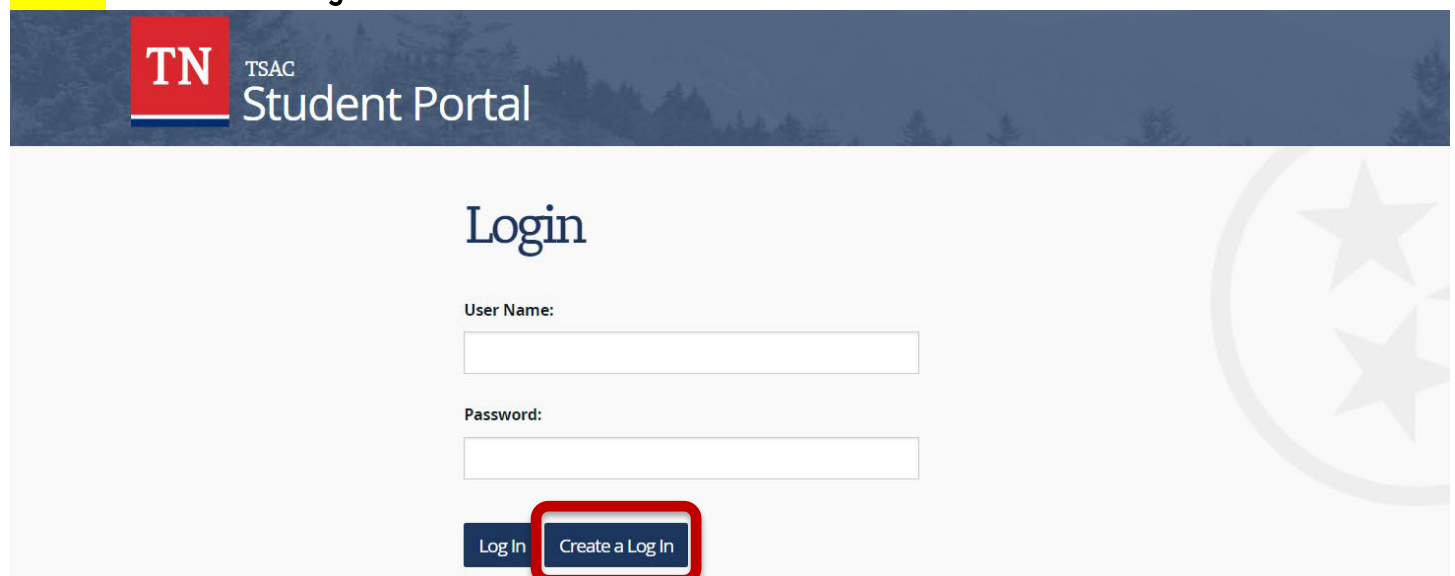


Tennessee PROMISE

The Tennessee Promise application is now open for the Class of 2026! Tennessee Promise is both a scholarship and mentoring program focused on increasing the number of students who attend college in our state. It provides students a last-dollar scholarship, meaning the scholarship will cover the cost of tuition and mandatory fees not covered by the Pell grant, the HOPE scholarship, or the Tennessee Student Assistance Award. Students may use the scholarship at any of the state's 13 community colleges, 24 colleges of applied technology, or other eligible institution offering an associate's degree program. **Every senior should apply for this program, even as a back-up plan.** Applications must be submitted by November 3rd. Applying will take less than 5 minutes if you have all the information listed below 😊

STEP 1: Go to www.tn.gov/tsacstudentportal to create a **TSAC Student Portal Account.**

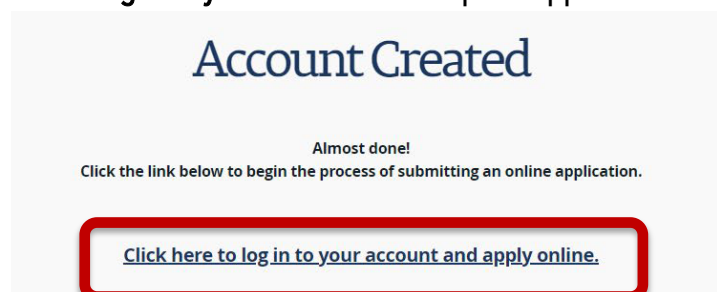
STEP 2: Click Create a Log In



A few tips to complete the form:

- Username must be 6-25 characters; **numbers and letters only**
- Use first and last names from Social Security Card
- SSN is your Social Security Number
- Students should use a **personal email** rather than a school email
- Passwords can be complicated; our recommendation is to use your school mascot + grad year + special character (e.g. Panthers2026#)
- Challenge question answers must be at least **four characters**

Once created, click the hyperlink to **login to your account** to complete applications and view your state aid.



STEP 3: Click **Apply** and select **Tennessee Promise Scholarship Award 2026-2027**



[Apply](#)
[View Summary](#)
[FAQs](#)
[Send Email](#)
[Account](#)
[Log out](#)

Apply for Scholarships

Scholarship	Application Start	Application Deadline
Ned McWherter Scholars Program	01/01/2025	03/03/2025
Dependent Children Scholarship Program	01/01/2025	09/02/2025
Tennessee Graduate Nursing Loan Forgiveness Program	01/01/2025	03/01/2025
Helping Heroes Grant 2025-2026	01/01/2025	05/01/2026
Helping Heroes Grant 2026-2027	01/01/2026	05/01/2027
Dual Enrollment Grant for Fall 2025, Spring 2026, Summer 2026	02/01/2025	06/30/2026
Dual Enrollment Grant for Fall 2026, Spring 2027, Summer 2027	02/01/2026	06/30/2027
Middle College Scholarship 2025-2026	01/01/2025	06/30/2026
Middle College Scholarship 2026-2027	01/01/2026	06/30/2027
Tennessee Promise Scholarship 2026-2027	08/01/2025	06/01/2026
Tennessee Reconnect Scholarship 2025-2026	10/01/2024	06/30/2026
Tennessee Reconnect Scholarship 2026-2027	10/01/2025	06/30/2027

A few tips to complete the form:

- Students should report their **personal email** rather than a school email.
- Report your **parent's phone number** and **parent's email address**.
- **If undecided about college, select a local community college or TCAT; you can update the college later.**

STEP 4: Make sure you see this screen to confirm submission.

Tennessee Promise Scholarship

Thank you for applying for the Tennessee Promise Scholarship program. Your application has been received by the Tennessee Student Assistance Corporation. You may print a copy of this application for your own records. Please do not mail this application to TSAC or to your college / university.

TSAC and your Partnering Organization will be working with you throughout the Tennessee Promise Scholarship process. You can update your application and check your eligibility for the Tennessee Promise Scholarship by periodically visiting the Student Portal.

[Print](#)
[Close](#)

UT PROMISE

The UT Promise program is available as a last-dollar scholarship for students who plan to attend one of the University of Tennessee schools, are eligible for the Hope scholarship (21 ACT composite or 3.0 Hope GPA), with an adjusted gross household income of \$75,000 and less than \$75,000 total assets. **Students must apply for Tennessee Promise by November 3rd, at least one UT school and UT Promise by December 15th, and all other stated deadlines/requirements.** Visit <https://tnachievers.org/ut-promise/> for more details and links needed to apply.



STEP 1: Create a TSAC Student Portal Account and Apply for Tennessee Promise Scholarship Award 2026-2027

STEP 2: Go to <https://tennessee.edu/ut-promise/apply-high-school-seniors/> to create a UT Promise Account.

STEP 3: Click Apply for UT Promise

High School Senior Application

High school seniors wishing to apply for UT Promise and begin classes at any UT campus must complete the following application steps. These deadlines apply only to high school students graduating in the 2025-2026 academic year and who plan to enroll at a UT institution in [Fall 2026*](#).

The 2025–26 UT Promise application period is officially open from August 1 through December 15, 2025.

Apply For UT Promise 

STEP 4: Complete the UT Promise application

UT Promise Application

UT Promise is a last-dollar, undergraduate scholarship that will guarantee free tuition and mandatory fees to qualifying Tennessee residents enrolling in an undergraduate degree at UT campuses in Knoxville, Chattanooga, Martin, Memphis and Pulaski.

As a last-dollar scholarship, UT Promise will be applied after other financial aid is received. UT Promise is an expansion of scholarship offerings and does not replace existing scholarships. It is important to note that UT Promise functions separately from TN Promise and can only be used at universities falling under the University of Tennessee system.

First Name *

Middle Name

Last Name *

STEP 5: Make sure you see this screen to confirm submission.

Thank you for completing the UT Promise application! We will be in touch soon via email with next steps.

For more information on UT Promise, visit utpromise.tennessee.edu.

Please get in touch with the UT Promise team at utpromise@tennessee.edu with any questions specifically regarding UT Promise.

FINANCIAL AID NIGHT

Bartlett High School will host our annual **Financial Aid Night** on Thursday, September 25th from 5:00pm-5:45pm in the Auditorium. Emily Stovall with the University of Memphis will be on hand to review the updated Free Application for Federal Student Aid (FAFSA), Hope scholarship, and Tennessee Promise ahead of the FAFSA opening day October 1st. Please park in the Student Parking lot.



ADDITIONAL UPCOMING MEMPHIS AREA POST-SECONDARY EVENTS

A poster for Military Service Academy Day featuring a background of the American flag. At the top is the U.S. House of Representatives seal. Below it is the text "U.S. CONGRESSMAN DAVID KUSTOFF Proudly Representing Tennessee's 8th Congressional District". There are five circular seals representing different military branches: Air Force, Coast Guard, Army, Navy, and Marine Corps. The main title "MILITARY SERVICE ACADEMY DAY" is in large, bold, yellow letters. Below the title, it says "Middle & High School Students, Parents, Teachers, and Principals are all welcome to attend." The date "Saturday, September 27th, 2025" is in large, bold, yellow letters. The time "10:00 AM-12:00 PM" is in bold black letters. The location "Arlington Community Schools 12060 Arlington Trail Arlington, TN" is in bold black letters. At the bottom, it says "HEAR FROM REPRESENTATIVES FROM: The United States Air Force Academy, United States Military Academy, United States Naval Academy, United States Merchant Marine Academy, United States Coast Guard, Army, Navy, and Air Force ROTC" and "For questions, please contact Kate Conn at (901)682-4422".

U.S. CONGRESSMAN DAVID KUSTOFF
Proudly Representing Tennessee's 8th Congressional District

MILITARY SERVICE ACADEMY DAY

Middle & High School Students, Parents, Teachers, and Principals are all welcome to attend.

Saturday, September 27th, 2025
10:00 AM-12:00 PM
Arlington Community Schools
12060 Arlington Trail
Arlington, TN

HEAR FROM REPRESENTATIVES FROM:
The United States Air Force Academy, United States Military Academy, United States Naval Academy, United States Merchant Marine Academy, United States Coast Guard, Army, Navy, and Air Force ROTC

For questions, please contact Kate Conn at (901)682-4422

Thursday, October 2: **University of Tennessee-Chattanooga** "Power C Tour" at the Memphis Marriott East. Register at <https://www.utc.edu/enrollment-management-and-student-affairs/admissions/special-events/power-c-tour>

Tuesday, November 4: **Middle Tennessee State University** "True Blue Tour" at the FedEx Event Center. Register at <https://apply.mtsu.edu/register/memphis-student-tbt-2025>

NEXT STEPS GUIDE FOR THE CLASS OF 2026

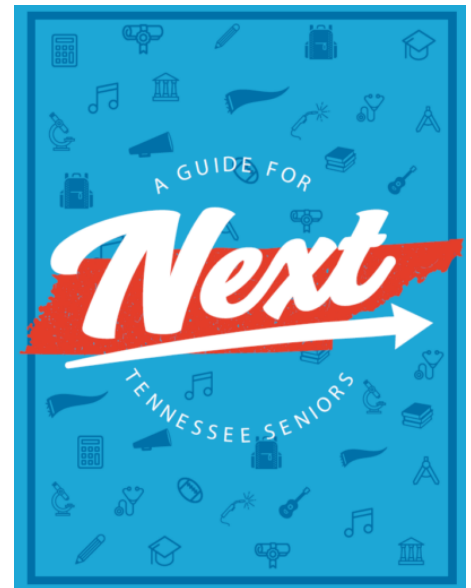
College for TN has put together an AMAZING **NEXT STEPS GUIDE FOR THE CLASS OF 2026.**

Download your very own version to keep and update throughout this school year at

<https://www.collegefortn.org/wp-content/uploads/2025/07/Senior-Next-Guide-Class-of-2026.pdf>.

Included in this guide you can find information regarding:

- 🎓 College Applications
- 🎓 FAFSA and Financial Aid
- 🎓 Scholarships
- 🎓 Pursuing a Future in the Military
- 🎓 Joining the Workforce



OTHER IMPORTANT NEWS & REMINDERS

REQUESTING TRANSCRIPTS (other than during College App Week)

After students submit their applications to a college/university/scholarship, they will need to request an official high school transcript be sent to the college/university/scholarship. Students **MUST** request and pay for transcripts. Some colleges may give a transcript request form to students to give to their counselor. Because we have so many students, we don't collect/require these forms. Transcripts must be sent directly from BHS to the institution.



Students who use the Common App to apply for colleges need to request one transcript to complete the application. Students who use the Common Black College App to apply for colleges need to request one transcript to complete the application.

Currently there are 2 options for requesting transcripts:

- 🎓 Students may visit the [GUIDANCE WEBSITE](#) to submit and pay for each request online. To request a transcript, it is a TWO STEP process, and you need to follow the directions listed on the page.
 - Please note only one college/university/scholarship may be submitted per transaction (in order to prevent incorrect submissions).
 - If you need more than one transcript sent, you will need to request each one separately.
- 🎓 See Mrs. Pilant in guidance to sign the senior transcript request book. There is a fee of \$5.00 exact cash, money order, or check (payable to Bartlett High School and must have a phone number on it) per transcript request.

All transcript requests are processed twice a week. Once documents are sent from BHS, please allow 3-4 weeks for recipients to receive and process them. It is the student's responsibility to ensure he/she is requesting transcripts in time for any deadlines.

MRS. RADFORD'S WEEKLY COLLEGE & CAREER NEWSLETTERS: If you are not receiving Mrs. Radford's weekly newsletters or prefer to have them sent to a different email, contact her at jradford@bartlettschools.org

POST-SECONDARY PLANS MEETING WITH MRS. RADFORD: Mrs. Radford is in the process of calling in all seniors to discuss post-secondary plans. With close to 700 Seniors, this is a tedious process, and we appreciate your patience. Mrs. Radford anticipates meeting with everyone by December 1st.

RECOMMENDATIONS: Mrs. Radford, college/career counselor, writes all students' recommendations, including those needed for the Common Application, so be sure to give her name and contact info:

Jana Radford, College/Career Counselor

901-373-2620 ext. #7016

jradford@bartlettschools.org

Recommendation requests must come directly from the student with their resume, a completed recommendation request form (found under "College and Career Policies" on Mrs. Radford's website), and instructions on where the recommendation needs to be sent. Recommendations will be completed within 10 school days of materials being received/available and sent directly to the agency requesting it to protect the letter's integrity.

POST-SECONDARY VISIT DAYS: Seniors are allowed three (3) post-secondary visit days. Students wishing to take a visit day must have at least a 60 average in every class. For the absence to be excused and not count towards exam exemption, the following procedure MUST be followed:

1. Request a College Visit Day form from Mrs. Radford by email 2-3 days prior to the visit;
2. Complete the form and return it to Mrs. Radford by email prior to the visit;
3. Provide dated proof of the visit to Mrs. Radford the day you return to school (ex: letter from admissions office, parking pass)

If a student does not follow this procedure, the absence will be unexcused.

ACT RETAKE & PHOTO ID: All Seniors will take the ACT free of charge on September 30, 2025. Students MUST bring an original, current (valid) ID issued by a city/state/federal government agency to their testing location. The ID must be in hard plastic card format. Paper or electronic formats are NOT acceptable. The photo must be clearly recognizable as you.

If you do not have one of the above forms of ID, you will need to complete a Student Identification Form with Ms. Pilant in Guidance. To complete this form, students MUST bring a 2-inch by 2-inch (passport size photo). This photo must be a recent, head-and-shoulders photo of the student only (not in a group). This photo must be in color and must be on photo paper. You can order a passport or a wallet size (trimmed down) photo from an area vendor. The deadline to complete this form is Friday, September 26th.

ACT/SAT SCORES: It is the student's responsibility to send ACT/SAT scores to any college requesting them for admissions and/or scholarship consideration. Students can select up to four colleges to send ACT scores to at the time of registration. These four score reports are included in the basic registration fee. In addition, students can send their ACT scores to colleges through their ACT web account. Transcripts do NOT have ACT/SAT scores reported on them.

SENIOR PORTRAITS: Seniors have until November 1st to take their Senior portrait at Holland Studios. Call Holland Studio at 901-362-1818 to make an appointment. Please contact the BHS yearbook sponsor, Mrs. Caroline Elston, at celston@bartlettschools.org with questions.

Free Application for Federal Student Aid (FAFSA): The FAFSA is the application required for Tennessee Promise, the Hope scholarship, and federal grants/loans/work study. The student and one parent are required to obtain an FSA ID prior to applying. Both the FSA ID and FAFSA can be completed at www.studentaid.gov. The anticipated opening date for the Class of 2026 is October 1st, but more details will be provided as they become available.

RECRUITERS ON CAMPUS: The following recruiters will visit BHS to meet with interested students. Students may visit during lunch or 5th period with their teacher's permission and a hall pass. All visits are held in guidance unless otherwise noted:

- Friday, September 12th: Christian Brothers University
- Monday, September 15th: University of Central Arkansas
- Tuesday, September 16th: University of Chicago, 10:30am-11:30am
- Monday, September 22nd: Yale University, 10:25am-11:15am
- Thursday, September 25th: University of Alabama Birmingham
- Monday, September 29th: University of Notre Dame, 10:25am-11am
- Wednesday, October 1st- Mississippi State University
- Tuesday, October 7th: University of Tennessee Knoxville
- Thursday, November 6th: University of Southern Mississippi