POST-SECONDARY & COLLEGE PLANNING GUIDE



Online version available at:
https://www.rhnet.org/Page/33432
& the Class of 2026 Google Classroom Page

Note to Students & Parents

Planning for life after high school is very exciting as there are many wonderful possibilities for students to explore. At the same time, planning for the future can be overwhelming.

Our hope is that this guide helps families feel more confident and prepared throughout the college search and application process. This information can also be found on the Senior High School Counseling website as well as the Class of 2026 Google Classroom Page.

Please do not hesitate to call us with questions, comments, or concerns.
We look forward to working with you and assisting you with your post high school planning.

Sincerely,
The Rush-Henrietta Counseling Team

Table of Contents

Counseling Center Contact Information
College Application FAQs
Junior Year Checklist
Senior Year Checklist
Standardized Testing
- SAT
- ACT
- Free Test Resources and Practice Exams

Beginning the College Search Process
- The Use of Technology in the College Application Process
- Naviance
- Common App

College Application Types
- Early Decision
- Early Action
- Regular Decision
- Rolling Admission
- Open Admission

College Visits & College Fairs
College Admissions Representatives
The College Interview
- Types of Interviews
- Interview Tips

Financial Aid
- FAFSA
- NYS TAP
- CSS Profile
- Financial Aid Workshops & Resources

Scholarships
Additional Information
- Rank by Decile

- Transcript Request Form
- Senior Mid-Year Grade Reporting
- Transferring AP & Dual Credit Courses
- Project Lead The Way

Helpful Links

Counseling Center Contact Information

Mrs. Erika Chapman **Students Assigned: [A-CAN]**	**echapman@rhnet.org**
Ms. Molly Wallace **Students Assigned: [CAO-GIA]**	**mwallace@rhnet.org**
Ms. Elizabeth Tabone **Students Assigned: [GIB-KQ]**	**etabone@rhnet.org**
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Mrs. Theresa Ottman (Assists with college application process, transcript requests & fee waivers)	**tottman@rhnet.org**
Mrs. Kathleen Moss (College & Career Center -assists with college/military visits, Naviance support for navigation & account set-up/reset, scholarships, college & career exploration)	**kmoss@rhnet.org**

College Application FAQs

Please find below the most commonly asked questions on college applications:

High School CEEB Code:	332340	**Counseling Office Fax #:**	585-359-5276
Class Size (varies by year - check	~400	**Counselor's Title:**	"School Counselor"

with Counseling Office):			
Date of Graduation:	June 2026	**GPA Weighting:**	"unweighted"
Class Rank Reporting:	"decile"	**GPA Scale:**	100

JUNIOR YEAR CHECKLIST

Spring:

- Listen to announcements, check Google Classroom, and frequently check your school email account for any information pertaining to the college planning process, scholarships, and deadlines.
- Continue to build a resume by keeping track of activities, volunteer/service hours, and any paid work you have participated in. Free resume templates can be found online. Have this information handy and in one place as it will make it easier to apply for college and scholarships. You will be required to provide this information when requesting letters of recommendation.
- When possible, letters of recommendation should be requested in person. For more information on how to obtain a letter of recommendation visit: https://www.rhnet.org/Page/33495 or stop by the Counseling Center.
- Continue to research and visit potential colleges.
- Contact Admissions Offices to schedule college visits.
- If you are interested in playing Division I or Division II sports in college, register with the NCAA Eligibility Center, or visit **https://web3.ncaa.org/ecwr3/** for more information.
- If you are interested in a trade, it is important to review your options. Or, stop in the College & Career Center for assistance.
- If you are interested in the Military, meet with recruiters and discuss next steps with a parent/guardian. Military contact information can be found here: Explore the Military

Summer:

- Continue to build your resume.
- Continue to visit prospective colleges and/or attend online information sessions for colleges, trade schools, the Military, or employment.
- Narrow down college choices. Move colleges from the "Colleges I'm Thinking About" list to the "Colleges I'm Applying To" list in *Naviance*.
- Set up admissions interviews, if applicable, or contact representatives by phone or online.
- Preview the applications for the schools to which you are applying and begin completing the *Common App* **(after AUGUST 1st)** and/or individual school applications.

- Register for the SAT and ACT if you plan to take them in the fall. Please note that fee waiver codes are available through the Counseling Center for any student receiving free/reduced school lunch. See Mrs. Ottman in the Counseling Center or email her at tottman@rhnet.org.

SENIOR YEAR CHECKLIST

SEPTEMBER-OCTOBER

- Review your transcript and all forms enclosed in the senior mailing.
- Register for the October or November SAT, if needed.
- Complete the senior appointment survey and sign up for an appointment with your counselor. During your appointment, you will discuss your post-grad plans; the colleges to which you're considering applying or how you will enter the job force.
- Compile a list of your activities, including clubs, sports, volunteering, leadership, awards, work experience, etc. You will need this information for your college applications, scholarships, and employment resumes.
- Request letters of recommendation from Naviance for all Rush-Henrietta teachers.
- Create an account with The Common Application if the colleges you are applying to use it. Create a chart of deadlines. Pay particular attention to Early Decision, Early Action, and preferred application deadlines.
- Work to strengthen your academic record. Senior grades do count in the college process! Take the SAT and/or ACT, if they are required by the colleges that you are applying to. Continue to research schools to narrow your list to roughly 6-10 schools.
- Attend in-person college fairs, career fairs, college representative visits, and any informational workshops offered in the College & Career Center. You can register for these via Naviance.
- Take advantage of virtual college fairs and virtual tours.
- If you are applying for Early Decision, start preparing your application now and be aware of Early Decision deadlines, usually in October or November. An additional Early Decision Agreement must be signed and kept on file in the Counseling Center Office.
- The Counseling Center can take up to **ten school days** to process applications. Take this into consideration when you submit your applications.
- Research financial aid and scholarships.
- Put the final touches on your application essays and get feedback from a trusted teacher or adult.
- Keep track of all deadlines.

NOVEMBER

- Don't let your grades slide. It's easy to be distracted when working on applications. Make sure you've submitted all components of your applications, including an R-H transcript request form.
- Check Naviance Student, the College & Career Center, and the Rush-Henrietta Counseling Center Seniors webpage for an updated list of scholarships you may be eligible for. Applications are available in the College & Career Center and on Naviance.

DECEMBER–JANUARY

- Submit the FAFSA (Free Application for Financial Aid) as soon as possible after December 1st. Complete CSS Profile if required by a college you are interested in.
- Complete your applications for regular admissions. Be aware of deadlines! If your college has a January 1st application deadline, get your application materials submitted to the Counseling Center no later than December 8th. We CAN NOT guarantee a request submitted after this date will be processed in time to be sent to colleges before December break.
- Be sure you've had your test scores sent directly from the College Board to all colleges that require them.
- If you are accepted to a school through Early Decision, be sure to follow directions carefully and submit all required forms.
- Continue to focus on your grades and extracurricular activities.
- Have mid-year grades sent to colleges that require them. To request mid-year grades, you can email Mrs. Ottman (tottman@rhnet.org). Mid-year grades will NOT be sent automatically.
- Continue to research scholarships. Apply for scholarships well in advance of deadlines. Scholarships can be found by checking Naviance and the R-H Counseling Center Seniors webpage.
- If a college you have applied to requires the CSS Profile (an additional financial aid document), you must complete this form and submit it with the application fee.
- Once you've been accepted to a college, please inform Mrs. Ottman (tottman@rhnet.org) or submit an online College Acceptance Form. You should fill out this form for EVERY college that you have been accepted to, regardless of whether or not you have chosen to attend that school.

FEBRUARY-MARCH

- Review college application portals to ensure you have all required documents submitted to colleges.
- As acceptance letters arrive, compare financial aid offers and visit campuses (if possible) before deciding.
- Don't panic - many decisions are not mailed out until April.

- Continue applying for appropriate scholarships by checking Naviance, the R-H Counseling Center, and the seniors webpage for ones you may be eligible for.

APRIL

- Keep track of all acceptances, rejections, and waitlists.
- If waitlisted, move ahead with other plans. You can always change your plans if you are removed from the waitlist. Keep your grades up.
- If you have ruled out any colleges that accepted you, notify them. This is a courtesy to other applicants, and it will help the colleges manage their waitlists and extend the correct number of acceptance letters.

MAY-JUNE

- Avoid senioritis! An acceptance letter doesn't mean you can stop working!
- Most schools have a deposit deadline of May 1st. Don't be late, or you could lose your spot! Send thank you letters to everyone who helped you in the application process.
- Complete the senior exit survey.
- Once you've been accepted to a college, please inform Mrs. Ottman (tottman@rhnet.org) or submit an online College Acceptance Form. You can fill out this form for EVERY college that you have been accepted to, regardless of whether or not you have chosen to attend that school.

STANDARDIZED TESTING

Rush Henrietta Senior High School CEEB code = 332340

What are the tests?

Many colleges require that prospective students submit standardized test scores as part of the application packet. These tests provide a consistent way for a college to evaluate you as they are nationally administered. The most common tests, the SAT and ACT, are required for most 4-year colleges. Typically, colleges accept either test interchangeably. In general, students are encouraged to take both the ACT and SAT at least once, as students often find that they like one test better than the other. Some colleges may allow students to apply under a "Test Optional" provision. Please check with each college/university that you plan to apply to.

How are standardized test scores used?

Standardized test results are one piece of your college application. Whereas high school curriculums are different in every high school, the SAT and ACT are standardized. Therefore, these tests serve as a way to compare students from different schools and even different parts of the country. **Even so, colleges consistently rank the strength and rigor of the high school transcript as the most important factor in a student's admissibility to college.**

Some students find that standardized testing does not represent them fully or adequately as a student. These students feel that their high school transcript provides a more accurate picture of their strengths as a student. For those who are interested, there is a growing list of colleges and universities that do not require any standardized testing. This list is constantly growing and can be found at www.fairtest.org.

Many U.S. colleges and universities are already ACT/SAT optional for the graduating Class of 2026. It is your responsibility to research if your college/university and intended major will allow you to apply "Test Optional".

Below is an overview of the common standardized tests:

The SAT – www.collegeboard.org, https://collegereadiness.collegeboard.org/

The SAT test includes two required sections: Evidence-based Reading & Writing, and Math. For most students, the recommended testing time for the SAT is in the spring of 11th grade and can be taken a second, (or even third) time in the fall of 12th grade. Registration for the SAT is online at the website above. The SAT is offered numerous times a year. RHSHS is not a test site for the SAT.

ACT – www.actstudent.org

The ACT is another test used in college admissions. The ACT is accepted by every college that accepts the SAT. Some students may choose to take the ACT in lieu of, or in addition to, the SAT**.** The ACT has four parts: English, Reading, Math, and Science. An optional writing section is also available. Registration for the ACT is completed online through the website listed above.

Fee Waivers
Students with economic hardship may be eligible for a fee waiver for the different standardized college entrance exams. Please note that fee waiver codes are available through the Counseling Center for any student receiving free/reduced school lunch. For more information about fee waiver eligibility, visit the College Board Website. See Mrs. Ottman (tottman@rhnet.org) in the Counseling Center for fee waiver codes.

Testing Accommodations
Students with a documented disability may be eligible for testing accommodations. There is a separate application process for testing accommodation through ACT and College Board (SAT/AP). Students should see their Counselor or the AP Coordinator several months in advance of their first college entrance or AP exam to begin the application process. Testing accommodations are not guaranteed but are reviewed individually by the ACT and College Board organizations.

Visit the website for each test regularly to find information on testing dates and deadlines, test center locations, how to register and to review their policies and requirements.
SAT – https://collegereadiness.collegeboard.org/
ACT – www.actstudent.org

Free Test Resources & Practice Exams

Official College Board SAT Online Resources www.collegeboard.com
Official ACT Online Sources www.actstudent.com

https://www.khanacademy.org/digital-sat
Khan Academy and the College Board team up to offer FREE online classes for the new SAT.

www.Number2.com
By creating an account, you can access a customized course that includes tutorials, practice sessions that dynamically adapt to each student's ability level, a vocabulary builder, and more. FREE courses available for both the SAT and ACT.

www.march2success.com
Increase your performance on standardized tests by improving your math, science and English skills. FREE program sponsored by the US Army (the US Army does not contact you for using the site).

BEGINNING THE COLLEGE SEARCH PROCESS

There are a variety of ways for students to begin the college search process: attend college fairs, visits, virtual web campus tours, and alumni interviews - to name a few. Professionals from local colleges also give workshops on the college search and application process, as well as on financial aid.

Step 1. Students should reflect carefully on what characteristics they would like in a college.
Characteristics include, but are not limited to:

- Degree types offered
- Location
- Major/minor
- Size of school
- Price
- Selectivity
- Retention rate
- Graduation and job placement rates
- Religious affiliations
- Athletics
- Internship/co-op opportunities

Remember that it is best to keep an open mind. For example, some students are surprised by their comfort level at a larger school once they visit the campus, even though they thought they wanted to attend a smaller school.

The first characteristic above - the degree type offered - is important to understand and reflect on. The following table describes the types of degrees students can earn in college.

Types of Undergraduate College Programs		
Program	**Description**	**Typical Length**
Certificate	Career-specific training, usually very hands-on	6 months to 2 years
Associate Degree (AAS)	Career-specific, generally designed for students to enter the workforce after completion	2 years
Associate Degree (AA, AS)	Program designed for students to transfer to a 4-year college to complete a Bachelor's Degree	2 years
Bachelor's Degree (BA, BS)	Traditional 4-year college Degree program	4 years
Bachelor's/Master's combined program (3+2, 4+1)	Student completes a Bachelor's and Master's Degree in an accelerated time period	5 years

Step 2. After engaging in reflection and conversation about the characteristics of potential colleges, the next step is to do a web-based college search.

There are many other websites that can be valuable resources in the college search process, including, but not limited to:

www.collegeboard.org
www.petersons.com
www.collegeconfidential.com

Step 3. As you search for colleges, it is important to have a diverse list of schools. We generally advise students to have "reach", "target", and "safety" colleges in their final list of prospective colleges.

Reach Schools: these are the schools in which the average GPA and standardized test score range are slightly higher than the scores you have earned.

Target Schools: these are the schools in which you fall into the average GPA and test score range.

Safety Schools: these are the schools in which you have a stronger GPA and test score range than their average accepted student.

Usually, students who search carefully for schools find that they can apply to five to seven schools if they are applying to 4-year colleges. For example, they may apply to one or two reach schools, three target schools, and a safety school. This gives students a high likelihood that they will be accepted to one or more colleges, and would be happy to attend any of them.

The Use of Technology in the College Application Process

The college application process can be both exciting and intimidating. With the use of technology, students have easy access to applications and college information. Most applications are now electronic and much of the management of applications is done online. Students need to be organized throughout the process and must be prepared to manage multiple accounts. **It is recommended that students maintain a file with the information for all of their accounts.**

Some examples of electronic accounts that students can expect to manage are: *Naviance Student, Common Application, College Board,* and their specific college accounts. Even if they are applying with the *Common Application,* students will often receive an account from a specific college to monitor the status of their application.

NAVIANCE

Naviance Student

Naviance Student **will be essential when exploring careers, majors, colleges, scholarships and so much more.**

Students and parents will be able to:

- Receive important news about college visits, college fairs, and related events.
- Access comprehensive college, career and scholarship information.
- Explore career interests through a career interest profiler.
- Explore personality type and learning style.
- Create and update an activities resume.

For more information on how to access your account, visit https://www.rhnet.org/Page/480.

Student's username is as follows:

User Name: Last Name + First Initial + Graduation Year *(Example: DoeJ25)*

You will be prompted to set your password. If you are having difficulty with logging in, contact the College and Career Center at 585-359-5222 or Kathy Moss (kmoss@rhnet.org).

College Search with Naviance

Most often, students start their college search with *Naviance*. You will find the following features under the "College" tab:

College Search: As you complete the preferences survey, you will be able to see a number of matches at the top of the page. As you enter more preferences, the number of matches becomes fewer and more selective.

SuperMatch College Search: Use SuperMatch to receive a list of best-fit schools based on criteria that you deem as important in your college search. SuperMatch can be used to save searches and return to them later.

www.commonapp.org

Almost 900 colleges use the *Common Application* as their college application. The *Common App* allows students to complete one main application for multiple *Common App* member colleges. In addition to the main application questions, students complete supplemental questions particular to each college. The application is completed entirely online. Most SUNY schools accept the *Common Application,* as well as a wide variety of private schools.

To create your account, visit: https://www.commonapp.org/apply/first-time-students

After you create your *Common App* account, you must link it to *Naviance* for processing. For detailed instructions, visit the College Application Procedures at https://www.rhnet.org/Page/33487.

COLLEGE APPLICATION TYPES

Early Decision (ED) – Students may apply to one school using Early Decision. Early Decision is a binding agreement. If a student is admitted, the student needs to withdraw any other applications and is obligated to enroll in that college. ED applications are typically due in November, and students often receive an admissions decision by the end of December. Students who apply ED and are not accepted may be considered again with the regular admission pool, though not all schools will consider the applicant again. Students considering ED should carefully research the option and speak with their parents, Counselor, and the Admissions Office. Students should ask about the school's policies with regard to financial aid packages. Ask your School Counselor for an Early Decision Agreement Form.

Early Action – Early Action requires that students apply earlier than regular admissions, usually with a deadline in November or December. However, students generally receive an admissions decision earlier. Students can apply to more than one school under Early Action, and are not bound to attend a school to which they were admitted under Early Action.

Regular Decision – Students apply to a college by a deadline, usually sometime between December and February. Applications are reviewed after the deadline and applicants are informed of admissions decisions at about the same time, usually between February and April. Students typically have until May 1st to make a decision about where to attend.

Rolling Admissions – There is not a formal deadline in Rolling Admissions. Schools review a student's application once it is complete and provide an admissions decision, usually within a month. Colleges fill their freshman class as they receive qualified applicants, making it beneficial for a student to apply earlier (first come-first served).

Open Admissions – Typically, community colleges have Open Admissions, meaning that students with basic credentials, such as a high school diploma or GED/TASC, are eligible to enroll. Please note that some programs at community colleges are not Open Admissions, but are competitive. Some examples include nursing programs, veterinary technology, and engineering programs.

COLLEGE VISITS & COLLEGE FAIRS

Virtual college tours and researching a school's website provides great information. However, visiting a college is the best first-hand view. As much as it is possible, students should visit prospective colleges to get a feeling about the school. Spending time at a campus gives you a glimpse into the lives of students and the "vibe" of the school. A college visit will often allow a student the chance to gauge their interest in that college.

If you are able to visit in-person, contact the college Admissions Office to find out their visitation policies. Many colleges require that you register for a campus tour in advance. In addition to a campus tour, many schools offer information sessions or opportunities to speak with Admissions Officers or even attend a class. See individual college websites for details.

Other tips:

- Do your homework! Research the school beforehand and be ready to ask questions. Make sure that you know your basic academic information (GPA, standardized test scores, and courses you've taken).

- Be sure to register in the Admissions Office. Many schools do take into account your demonstrated interest in the school as part of the application process.
- Try to meet your Admissions Representative so they can put a face with your name.
- Know that it is okay if you cannot visit every school before applying, but do try to get there before making a final decision about where to attend.
- Write a thank-you email to your Admissions Representative after your visit.

COLLEGE ADMISSIONS REPRESENTATIVES

Admissions Representatives from colleges often visit the RHSHS Counseling Office in the fall. The schedule of upcoming visits is found in the "Colleges" tab of *Naviance Student* and is advertised via the morning announcements and E-News. Students sign up in advance to attend the College Admissions Representative Visits for a specific college in *Naviance*.

To make the most of the visit, students should prepare for it as they would for a college visit. It is most helpful to have specific questions about the college prepared in advance. Please see your School Counselor or visit the College & Career Center with questions.

Hear directly from Admissions professionals from colleges throughout the Western New York region! Get some helpful college search tips, and find out what they are looking for in prospective students.

College Admissions Answer FAQ: Panel 1
College Admissions Answer FAQ: Panel 2
College Admissions Answer FAQ: Panel 3

THE COLLEGE INTERVIEW

The college interview is a great way to give your application a face! Oftentimes it is an exchange of information – you learn about the college while the college learns about you. We recommend that if a college conducts interviews, you should take advantage of the opportunity.

Types of Interviews
Although not all schools offer interviews, you should always inquire about them. Oftentimes, schools offer different types of interviews – both virtual and in-person. Some schools will require interviews for certain programs or majors. Some interviews are simply informational – they are an opportunity for you to get to know more about the school and for the school to get to know more about you.

Others are considered evaluative – the interviewer will likely write a report after the interview which will be used in the admissions process. You could find yourself interviewing with an Admissions Officer, a student, or an alumnus.

Other, less formal, interview situations include group information sessions with Admissions staff, current students, and high school and local college fairs. If you want to attend a music, drama, or dance school, plan on performing an audition or submitting a portfolio.

Interview Tips

- Bring specific questions.
- Prepare for common interview questions such as:
  - "Why do you want to attend this college/university?"
  - "What do you want to study?"
  - "What do you enjoy doing when you are not in class?"
  - "What is an obstacle or mistake you have learned from?"
- Be professional and dress appropriately.
- Be yourself.
- Send a thank you note/email.

For more tips and help preparing for a college interview, please see your Counselor.

FINANCIAL AID

The financial aid process is an extremely important part of the college choice process for many families. It can also be a confusing part of the process. **The most helpful piece of advice we can offer is to be in contact with college Financial Aid representatives.** During the college application and financial aid application process, be sure to direct specific questions about the financial aid process to the college's Financial Aid Office.

Area college financial aid representatives are happy to answer questions about financial aid even before the application process. Feel free to call an area college's Financial Aid Office and request to speak with someone who can answer your questions. Colleges such as Monroe Community College, SUNY College at Brockport, or Rochester Institute of Technology can often help.

Every fall, RHSHS offers a Financial Aid Information Session, featuring a local financial aid expert. Look for details about this event in September 2024.

FAFSA

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

Aid from the federal government can take the form of grants that don't need to be paid back, and loans that need to be repaid according to the terms of the loan. The Free Application for Federal Student Aid, referred to as the FAFSA, must be completed for federal loans – including Federal Parent Plus loans.

Students who would like to apply for federal forms of financial aid must complete the application online. Please note, this form requires parent information. Students and parents apply for individual Federal Student Aid IDs (FSA ID) at **https://studentaid.gov/fsa-id/create-account/launch**.**This should be done prior to beginning the FAFSA.**

Starting on October 1st of Senior year, families can complete the FAFSA at https://studentaid.gov/h/apply-for-aid/fafsa using their completed tax return from 2 years prior. Families will hear this referred to as the "prior-prior tax year". For example, a student planning to enter college in September 2026 will use tax information from 2024 to complete the FAFSA.

Keep in mind that although the FAFSA opens on October 1st, each school has different financial aid deadlines. After the FAFSA is completed and signed using your FSA ID, the family will receive your estimated Student Aid Index (SAI) amount and eligibility for Federal Pell Grants. The Student Aid Index (SAI) is an eligibility index number that your college's or career school's financial aid office uses to determine how much federal student aid you would receive if you attended the school.

The college or career school will determine your financial need by subtracting your SAI from the cost of attendance. Families may find that this number is larger than they feel they can afford to contribute. Other families have an expectation that a student will pay for college; however, the SAI is still based on parent and student income information. Students should carefully compare the financial aid packages for each school to which they are accepted before making a final decision. Depending on a family's financial situation, a school that has a more expensive price tag can be more affordable once factoring in financial aid and scholarships.

NEW YORK STATE TUITION ASSISTANCE PROGRAM

https://www.hesc.ny.gov/pay-for-college/apply-for-financial-aid/nys-tap/apply-for-tap.html

New York State also has its own financial aid application called NYS Tuition Assistance Program (TAP). This can be used for education in NYS-based colleges. Families can complete the TAP application immediately after filing their FAFSA.

Once you have completed the FAFSA, the confirmation page will give you a link to the TAP application. The TAP application will be pre-filled with some of the information from the FAFSA that you completed. Be sure to review this information before you submit the form.

COLLEGE SCHOLARSHIP SERVICE PROFILE

https://cssprofile.collegeboard.org/

Highly selective schools often require **both** the FAFSA and the College Scholarship Service (CSS) Profile Application. See the full list of schools here.

Financial Aid Workshops & Resources

FAFSA Website
FAFSA Forecaster Tool
Register for SUNY Financial Aid Days
MCC's Virtual Financial Aid Lab
Access Scholarships in Naviance
SUNY's Excelsior Scholarship

SCHOLARSHIPS

To help offset college costs, students can also choose to apply for scholarships. New scholarship opportunities open up frequently so it is important to check often to see what is available to you.

Where to look for scholarships:

- The College & Career Center keeps a list of local scholarships. These scholarships are also listed in *Naviance* under the 'Colleges" tab. *Naviance* also offers the "Scholarship Search Feature" that provides students with a search engine for additional regional and national scholarships.

- Many students use www.fastweb.com, www.goingmerry.com or https://scholarshipamerica.org/ to search for scholarships. There are other scholarship search sites, too. Please note: use caution when choosing a search site - legitimate scholarship search sites will NOT require you to enter your social security number or bank information.

- Some colleges consider students for school-based scholarships automatically through the college application. Other colleges have additional scholarship applications.

- Always check the Financial Aid website for each prospective college to determine their scholarship process. Keep in mind that some colleges set earlier application deadlines for students who want to be considered for school-based scholarships.

- The Excelsior Scholarship application typically opens in the spring. The application and eligibility requirements can be found at https://www.ny.gov/programs/tuition-free-degree-program-excelsior-scholarship. Each year there is a relatively short window that the application is open and the deadline is firm for filing. The availability of the Excelsior Scholarship is subject to the state budget that year.

- When it comes to scholarships, never underestimate the power of networking.

    - Employees: Don't hesitate to ask your employer about scholarship opportunities. A lot of businesses offer awards or scholarships for their employees and/or children.

Students with Economic Hardship

If you are a student with economic hardship, it is important that you see your Counselor early in the college search and application process. This way, you will be able to take advantage of opportunities that may be available to you. You may qualify for standardized test fee waivers and college application fee waivers. In addition, there may be programs or scholarships at colleges that assist students who demonstrate economic hardship.

ADDITIONAL INFORMATION

Rank by Decile

Rush-Henrietta Senior High School reports weighted and unweighted averages on students' high school transcripts. RHSHS reports unweighted (unless otherwise requested) decile rank beginning after the 6th semester.

Unweighted class rank is calculated using an unweighted GPA 0-100. On the other hand, weighted class rank is based on the weighted GPA scale, which ranges from 0 to 100+. Rather than viewing all courses as equal, weighted class rank takes the difficulty of courses into account, assigning more value to AP or IB classes.

Transcript Request Form

A Transcript Request Form is used to submit a student's academics including courses taken, student grades and GPA to a college of your choice. Please allow up to ten school days to process this request.

Senior Mid-Year Grade Reporting & First Quarter Grade Reporting

If a college requests or requires Mid-Year Grades, students will need to contact Tracy Ottman (tottman@rhnet.org) in the Counseling Center. Mid-year grade reports are typically sent out in early February.

Although most schools prefer to receive the Mid-Year Grade Report, some schools may request the First Quarter Report Card. If a college requests this, the student should come to the Counseling Office and request that the report card be sent to the specific school.

Transferring AP and Dual Credit Courses

It is the responsibility of the student to make sure that their college receives AP Exam scores and transcripts from any dual credit courses taken at RHSHS. Although a dual credit class may have been taken at RHSHS, students must request an official transcript from the college offering dual credit courses to be sent to their college of choice. **Official AP Exam scores must be requested by the student from the College Board to be sent to the college of their choice.** Please note, there may be a fee associated with sending these records to colleges. Some common websites for requesting these documents:

- AP Credit
  - Each year a student takes AP Exams, they can send one free score report to a college.
  - Any Senior who takes an AP Exam in May should indicate the college that they will be attending.
  - https://apstudents.collegeboard.org/

- Dual Credit courses taken at RHSHS (including Project Lead the Way)
  - Transcripts must be requested at the specific college from which credit was earned.
  - **MCC Dual Credit courses:** www.monroecc.edu/go/registration (Official Academic Transcript)
  - **RIT Dual Credit courses:** https://www.rit.edu/academicaffairs/registrar/transcripts

HELPFUL LINKS

Important College Application Forms & Information:

RHSHS College & Career Center Website

This page has helpful information in regards to college fairs, visits, scholarship opportunities, financial aid and so much more.

RHSHS Counseling Website

As you enter 12th grade, use this webpage as a resource for all the important information you need as you start the College Application Process.

Transcript Request Form
Early Decision Form
Obtaining Letter of Recommendation Form
NCAA Eligibility Information
Parent BRAG Sheet
Naviance Instructions
RH Step-by-Step Common Application Processing Directions

Naviance How-To Videos:

"Building a List of Colleges I'm Applying To"
"Common App Registration & Account Matching"
"Letter of Recommendation Requests"

Career Exploration: Which Path is Right For You?

Explore potential career paths with: **NY State Career Zone**
Search and learn more about careers, salaries and requirements: **OccupationNet Online**
Find careers to match your interests with: Roadtrip Nation
Learn about the trades with: **NYS Apprenticeships/Skilled Careers** and We Are Generation T
Information specific to Rush-Henrietta and the Military can be found here: Explore the Military