

COLLEGE APPLICATION PROCESS

Checklist

- ☐ Determine the best method for applying—university website, Common App, etc.
- ☐ Research each college’s application requirements for reporting standardized test scores: self-reporting, official scores sent by SAT/ACT, test-optional application and follow their procedures.
- ☐ Create a Parchment account and request a transcript be sent to yourself for review. **DO NOT** use your school email and make sure to choose Troy High in MI as your school! See Mrs. Shallcross in the counseling office with any questions.
- ☐ Determine if the application requires a letter of recommendation from a teacher (Hint: most do NOT and do not even accept LOR) and “invite” teacher/counselor if using Common App.
- ☐ Use your counselor’s Sign-Up Genius link in Schoology to schedule your individual senior meeting.
- ☐ Submit a senior questionnaire on Schoology, before counselor meeting.

Counselor Caseloads

A-C	Mr. Thomas Keegan	tkeegan@troys.k12.mi.us	248.823.2889
D-H	Mrs. Alexa Sobczynski	asobczynski@troys.k12.mi.us	248.823.2841
I-L	Mr. Ali Ali-Ahmed	aaliahmed@troys.k12.mi.us	248-823-2839
M-PE	Mrs. Taylor Bigelow	tbegelow@troys.k12.mi.us	248-823-2842
PF-SP	Mr. John Le	jople@troys.k12.mi.us	248-823-2864
SQ-Z	Ms. Emma Hauberg	ehauberg@troys.k12.mi.us	248-823-2838

Senior Meetings

On the Class of 2027 Schoology course page, sign up for one appointment time with your counselor using the above alphabetical breakdown. **Before your meeting, order a transcript for yourself in Parchment (directions attached) and submit your senior questionnaire in Schoology.** We will discuss your transcript, grad requirements, post-secondary plans, and any questions you have.

Students will **NOT** be permitted to leave class for a counselor meeting if there is an assessment during that time. **Do not sign up for an appointment during a quiz or test;** you will not be excused/permitted to leave class. Use your SignUpGenius as a pass to show your teacher. Teachers will be able to verify appointment times with counselors. If you need to change your appointment, do so through SignUpGenius.

Community College

Offers Associate's Degrees (2 years), some Bachelor's Degrees (4 years), or the ability to transfer to a 4-year university.

- ☐ Fill out the application in the fall, winter, or spring of senior year and send your final transcripts through www.parchment.com (See Mrs. Shallcross in the Counseling Office if you need help.)
- ☐ No application fee, essays, or letters of recommendation required for the application
- ☐ Check out www.oaklandcc.edu for a list of all the programs offered at OCC!

Four-Year University

Components to the application:

- ☐ Transcript (sent via www.parchment.com)
- ☐ Application (university website or Common App)
- ☐ *SAT score (Do your research regarding test optional/self-reporting vs. official scores from College Board)
- ☐ **If required,** letter of recommendation
- ☐ **If required,** personal essay

Deadlines

Most universities in Michigan use rolling admissions, which means you should apply earlier rather than later. Try to have your applications completed by November 1 or as early as possible.

Often the university website can be the quickest and easiest way to apply!

Transcripts

- ☐ First, follow the directions to order a copy for yourself to review, then order transcripts according to the directions attached. *Your old transcript will appear first—view it to refresh.
- ☐ Mrs. Shallcross, our counseling secretary, can answer all Parchment questions. You can always stop in the counseling office or message her.
- ☐ Please provide her with two weeks' time to complete your electronic request.
- ☐ Transcript requests for **Common App** applications: Invite counselor and we will upload your transcript as part of the School Report.

Letters of Recommendation

Most universities in MI do NOT accept letters of rec

- ☐ Only include if required!
- ☐ Core-academic teachers only unless it is a special program.
- ☐ If required, input the recommender's name and email address in Common App to "invite" them. They will receive a link to confidentially upload the LOR
- ☐ **Minimum** of two weeks' notice given to recommenders (hopefully much more)
- ☐ The University of Michigan asks for one letter of rec from an academic teacher only. If a college requires two letters of rec, only send two. Do not send more than is required.

Common Application

- ☐ Students will select “I waive my rights” under FERPA for letters of recommendation. Class of 2027 = 474 students, 4.0 weighted GPA, WE DO NOT RANK.
- ☐ Enter your counselor’s name and email and your teacher’s recommendations’ names and emails to “invite” us as soon as possible (this week!). Counselors complete a very detailed school report and letter of recommendation for numerous students.
- ☐ Your application is not complete, and you will not meet your deadline if the recommenders’ portions are incomplete. Provide us with a respectful time frame (more than 2 weeks) for us to complete these time-consuming tasks.
- ☐ My colleges → Recommenders and FERPA → waive rights → assign counselor/teacher.
- ☐ Students applying Early Decision are making a commitment to a first-choice school. If admitted, they will enroll and withdraw all other applications. You are **making a legally binding agreement!** Counselors must be notified by Monday October 12 if you are applying Early Decision to any school. The University of Michigan now has an Early Decision application option.

College & Military Reps

- ☐ College reps and military recruiters will be hosting in-person and virtual meetings throughout the fall.
- ☐ Dates and times of college visits are available on the calendar in the Class of 2027 Schoology course and shared on the announcements.

Financial Aid

Oakland University hosts numerous live webinars regarding the FAFSA throughout the fall and has great online resources available.

Register:

<https://oakland.edu/financialaid/understanding-financial-assistance/events/>

Scholarships

- ☐ Information about scholarships will be posted to the Class of 2027 course in Schoology by Ms. Shallcross.
- ☐ While there are some scholarships that have applications in the fall, most scholarships applications have deadlines in the spring of your senior year. Many scholarship opportunities will be updated in the winter/spring in the green folder on the Class of 27 course page in Schoology and on the Schoology calendar.

FAQs

The counseling website has a plethora of helpful information. Please check out <https://www.troycolts.org/students/counselors>.

Pay attention to postings from the Counseling Office on Schoology and individual **Schoology** messages from your counselor.