

College Application Information/Forms

Senior year is here and it is time to begin to make firm plans for the future! The college search is family-specific and involves personal, financial, and career-related decisions. To assist you in the application process, there is a list of tips below. In addition, the following information will help to ensure that your plans (to be finalized in May) will be made in a planned and organized fashion.

I. Notes:

- ❑ You may sign up in advance to see college representatives in Guidance in the fall. DO NOT ABUSE THIS PRIVILEGE. You should only see reps for which your grades, rank in class, SAT's, etc... make you a likely candidate for admission.
- ❑ If you wish to visit a college campus when school is in session, you MUST call the school and let them know you will be out for the day.
- ❑ College applications should be done in black ink or typed.
- ❑ Let your counselor know when you've applied online to a school. Letters of recommendation and transcripts must be sent from our school in order for your application to be complete. You will need to complete a transcript request form for each school you are applying to.
- ❑ Request letters of recommendation early (2 to 3 weeks before you want them turned in) .
- ❑ Get an unofficial copy of your transcript and check it carefully. Report any errors or omissions to your counselor (should have received over the summer).
- ❑ Make sure all necessary forms are complete and turned in to Guidance ON TIME.
- ❑ Most students will need to fill out a Free Application for Federal Student Aid (FAFSA). This cannot be done until after January 1st.
- ❑ Students planning on attending a Division 1 or II school and playing intercollegiate athletics will be required to register with the NCAA Clearinghouse to determine their eligibility.
www.ncaaclearinghouse.net
- ❑ Bring in copies of all acceptance letters to Guidance.

- Remember to tell Guidance (*once you decide*) which school you will be attending so that your final transcript can be sent there.

II. Forms/Descriptions:

1. **Recommendation Questionnaire** – to be completed by student and returned to guidance counselor – helps us to write letters of recommendation.
2. **Parent Brag Sheet** – to be filled out by parent and returned to guidance counselor – helps us to write letters of recommendation. This information is invaluable to me as I present you to potential schools.
3. **Activity Brag Sheet** – filled out by student, lists all the SHS activities in which you participated and which years, also includes any awards won.
4. **Teachers Letters of Recommendation** – You will need to ask a minimum of one teacher, but possibly more, for a letter of recommendation. Check the fine print on your application. You must inform the teachers about your deadline requirements and follow up to see that the letters/forms are mailed by your postmark or receipt-at-school deadline. At the end of the process, it would be thoughtful to write a thank you note to them and let them know your plans.
5. **CSS Profile** – Some schools require this with their application to determine the awarding of financial aid or scholarships. Visit the website www.collegeboard.com/profile for a list of schools requiring this. This will need to be filled out with your parents.
6. **The Common Application** – This is an application which over 350 post-secondary schools use. You can find it at the website www.commonapp.org.

7. ***Personal Statement*** – along with an interview and essay, this statement affords you the opportunity to add your own personal touch to the application. This statement can be optional, but it is an opportunity to add another dimension to your application. For example, you may want to explain why you have chosen a particular major or fill in some information re: academic slippage due to extenuating circumstances.

8. ***Tuition Break Information/Majors*** – As a permanent resident of a New England state, a student is eligible for a Tuition Break when enrolled in an approved degree program offered by a specific public college or university in another New England State that is not offered in their own state. Cannot be used at a private college. For an updated list of programs, visit www.nebhe.org/tuitionbreak