

***JEFFERSON
ACADEMY***



***COLLEGE
PLANNING
GUIDE***

Spring, 2005

PREFACE

As you enter your senior year, you and your family have an exciting, rigorous chore ahead of you: the college search. Competition for the top colleges is stiff and costs are higher than you may have imagined. Admissions and financial aid information procedures are cumbersome. Types of schools, whether four-year, two-year, community, or technical are numerous. At times it is confusing and overwhelming for students and their parents.

This packet is designed to help start sifting through the information and begin discussions at home regarding the students' future. Obtaining information is key in the search for a college and we encourage families to research, discuss, visit and plan for the students' post-secondary options.

We encourage you to use the resources at Jefferson Academy, human as well as others. We are here to go through the process with you.

Special acknowledgment goes to Sue Porterfield (retired) at D'Evelyn High School for allowing us to use many of the documents from their Post High School Planning Book that are included in this packet and to John Fuller for his expertise and commitment to the college admittance process.

***JEFFERSON ACADEMY HIGH SCHOOL
COUNSELING DEPARTMENT
SERVICES AND PROGRAMS***

*Mary Beth Mellott, Counselor
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The Jefferson Academy High School Counseling Department is committed to working with students, parents, teachers, administrators and community members and dedicated to maintaining a comprehensive developmental program. In regards to college and career planning the JAHS staff is willing to dedicate their time to the following topics as well as individual needs of the student.

***COLLEGE/CAREER PREPARATION
JEFFERSON ACADEMY HIGH SCHOOL
(what we do to help you!)***

Spring 2005

1. ACT Prep
2. College visits (up to three/student)
3. Individual junior meetings (transcript review, college interest, schedule)
4. Junior Night regarding College process
5. ACT Administration
6. College Opportunity Fund
7. Encourage college searches and college visits

Fall 2005

1. Individual senior meetings (college interests, transcript review, application process, college selection)
2. Year long calendar of events

3. Personal Files kept
4. College representative visits
5. College in Colorado training
6. Application Assistance
7. SAT/ACT information
8. Scholarship Information
9. Career Shadows
10. College searches (even their dream schools!!)
11. College visits (up to two additional visits required per student)
12. Personal essays
13. Personal Resume
14. Financial Aid information
15. Seminars with John Fuller on applications, financial aid
16. College Fair Information
17. Financial Aid Night Information
18. Letters of Recommendation
19. Transcripts sent
20. College Bound Portfolio
21. Community Service Information

Senior Seminar Class:

Many of the activities listed above will happen through the Senior Seminar class as well as on an individual basis. In addition to these activities in the Senior Seminar class, the students will also perform mock interviews, budgeting and finance activities, learn about nutrition and perform many oral presentations to help students acquire excellent public speaking skills.

Spring 2006

1. Transcript evaluation
2. Application Assistance
3. Scholarship Information
4. Financial Aid information (including FAFSA)
5. Graduation Preparation
6. Letters of Recommendation

**This is all part of our Daniels Fund Prep Partners Program also.

WHAT SHOULD I DO WHEN???

JUNIOR YEAR

Fall semester

- Attend in-state and out-of-state college nights and fairs.
- Attend Cherry Creek High School's College Information Metro Workshop.
- Take the PSAT, the National Merit Scholarship Qualifying Test (NMSQT) (optional).
- Take the Armed Services Vocational Aptitude Battery (ASVAB) to help determine career choices (optional).
- Meet college representatives who are visiting Jefferson Academy High School.
- Begin the service academy application process by contacting academies and by seeking nominations from senators or representatives.
- Be aware of college and career opportunities through the College/Career Center, classroom presentations and information sent home.

Spring semester

- Attend the College Information Workshop held in Denver on a Saturday or Sunday in April.
- Take college entrance exam(s), ACT and/or SAT.
- Take applicable Advanced Placement tests.
- Meet college representatives visiting Jefferson Academy High School. Begin researching scholarship opportunities.
- Begin touring college campuses. Check with individual colleges for visitation dates.
- Attend WOTC/Red Rocks Career Expo.
- If college is not a consideration, investigate school-to-work educational opportunities at Warren Tech/Red Rocks for senior year.
- Meet with your counselor to check on graduation status and to discuss college/career goals.

SENIOR YEAR

September

- If necessary, re-register for college entrance exam(s).
- Obtain college applications.
 - In-state applications can be obtained in the College/Career Center
 - Write/call or use the Internet to obtain out-of-state applications.
 - Register for the College in Colorado Program.
- Start applying to colleges. Check applications for deadlines.

Colleges/Universities prefer to have complete application information sent together. These will be sent out from the counseling office.

 - Applications should be turned into the counseling office in the students' college file. These will be processed each Wednesday.
 1. \$ 3.00 processing fee per application or scholarship (cash or check payable to JAHS) which covers:
 - a. Postage
 - b. Transcript
 - c. ACT/SAT test scores, unless the student specifies that score(s) be withheld.
 - e. JAHS School Profile for out-of-state applications and scholarships
 - f. Mid-year report when requested by student
 2. Fill out sheet to get transcripts mailed (in the counseling Office).
 3. College application with a check made out to the college. Colleges prefer to have all parts of the application, fee, transcript, and recommendations mailed directly to the college by the high school.
 4. Your personal essay/resume as needed.

5. Application to highly selective colleges should be submitted by Thanksgiving or sooner for early decision candidates. Pay attention to application deadlines.
6. Check to see if recommendations are needed and give teachers, counselors, supervisors, or coaches a minimum of two weeks to complete. Please hand these individuals a copy of your resume so they are better prepared to write your letter. Make copies for your records (recommendations, applications, essays, etc.). Thank you notes are appreciated.

****Be prepared to have all applications completed and to your counselor by December 1st.**

- Attend Jefferson Academy High School Senior College Information Night (if you did not attend College Night for Juniors).
- Go on-line for the National Collegiate Athletic Association (NCAA) Clearing House form. This form is necessary for Division I and Division II college athletic eligibility. Please let the counselor know when you have done this so a transcript can also be sent in.
 - All athletes interested in attending college on an athletic scholarship need be aware of the NCAA requirements. NCAA requires a minimum of 14 core credits. Core credits for NCAA are different from core classes figured for high school graduation. Students will need to be careful to meet all NCAA and graduation requirements. See your Athletic Director or counselor for more complete information regarding NCAA eligibility requirements.

October

- Attend Cherry Creek High School College Information Metro Workshop
- Programs for in-state and out-of-state colleges.
- Meet with college representatives who come to Jefferson Academy High School.

- Finalize college choices.
- Check college costs.
- Continue college application process.
- Give consideration to your college essay.
- Register for SAT II Subject Tests, if necessary.
- Start exploring possibilities of financial aid and scholarship opportunities.

November

- Continue to explore scholarship opportunities in the Career Center. A list of scholarship is updated regularly.
- All applications to be mailed before Winter Break must be submitted to the Counseling office by December 1st.
- Attend Jefferson Academy Financial Aid Night

December

- See your counselor for a final check of courses and credits.

January/February

- Mail Free Application for Federal Student Aid (FAFSA) as soon as possible after January 1st. This form is available in the Career Center or on-line.
- Check housing arrangements at the colleges to which you have applied.

March/April/May

- Make final college choice. Most colleges notify students of acceptance by April and require student confirmation by May.
- Register for and take Advanced Placement tests.
- Upon graduation, have the Counseling Office submit your final transcript to the post- secondary school you plan to attend.

SELECTING A COLLEGE

Listed below are several important factors to consider when selecting a college.

- A. **Major-** Do they have a major or courses that I am interested in pursuing?
- B. **Location-** Is it a location that is acceptable to me? (consider out-of-state colleges also)
- C. **Size-** Does the size suit my needs?
- D. **Personality-** The personality of a college is usually a reflection of the staff and students. Does the college feel comfortable to me?
- E. **Facilities-** Do I have certain needs or interests?
- F. **Costs-** Does it meet my budget? Is financial assistance available?
- G. **Extracurricular activities/sports, etc-** Do they have the activities in which I would like to participate?
- H. **Prestige-** Most students want to attend a “good” college. Remember, what is “good” for a friend may not be “good” for you. How you do in college may be more important than where you go.
- I. **College Visits-** A college visit is very important. You should make every attempt to visit the school where you plan to spend the next four years.

A SYSTEM FOR NARROWING DOWN YOUR CHOICES

I. FIRST STEP

1. Start a filing system.
2. Make a list of schools you are interested in.
3. List your grades, test scores, extracurricular activities, personal strengths and weaknesses.
4. Talk to people – counselor, parents, teachers and recent graduates.
5. Check out college catalogs and other reference books.
6. Talk to college admissions representatives when they visit Jefferson Academy.
7. Research colleges, scholarships, etc...on the Internet.
8. Go to in-state and out-of-state College Night programs in the fall.
9. After doing the above, make a “first cut” in your list of schools.

II. NEXT STEPS

1. After the “first cut,” you can begin serious investigation into the remaining schools on your list.
 - a. Campus Visits – These can be important because they help you get a feel for the college and can help you narrow your choice, or you may wish to make your visit after you have been accepted.
 - b. Answer these questions about each remaining school on your list:
 - i. How “selective” is the school? How many people apply and how many are accepted?
 - ii. What are the average tests scores of the entering freshman?
 - iii. How does the school see itself? Progressive? Traditional? Religious? Off-beat?
 - iv. What types of students are they looking for?
 - v. Do they offer what I am looking for in a school?
 - v. Majors? Size? Location? Athletics?
 - vi. Extracurricular activities?

vi. What is the cost of attending, and do they offer financial aid?

2. After checking the above, narrow your list down to the few schools that you are most interested in and to which you want to apply. Now collect those admissions applications.

OTHER IMPORTANT CONSIDERATIONS

Additional items to consider when selecting a college might include:

Size	Class Size	Financial aid available
Type	Course structure	Job placement opportunities
Cost	Course requirements	Community environment
ROTC	Living facilities	Religious affiliation
Major	Teaching facilities	Counselor advising program
Location	Teaching equipment	Special programs i.e. Honors
Public vs. Private	Leadership	Lib. Arts vs. Specialization
Quality of students	Quality of faculty	Prestige
Other	<hr/>	

COLLEGE/CAREER CENTER

The Jefferson Academy College/Career Center is in the JAHS library. Center hours are from 8:00-3:00 Monday through Friday. The center is available for individuals seeking to research college handbooks and scholarship information. The counselor is available by appointment to review materials and discuss post-high school planning.

One of the primary functions of the College/Career Center is to provide college and scholarship information. Scholarship information arrives frequently, so students should regularly check the scholarship notebook and the bulletin board outside of the Counselors office.

The College/Career Center also contains college brochures and catalogs as well as a variety of college references that may be checked out. Computer programs can be checked out from the counseling office.

WEB SITES FOR COLLEGE INFORMATION

<http://www.embarc.com/> (Begin application process, matchmaker service for finding the right college)

<http://collegeplan.org/>

<http://www.collegeboard.com/> (Register for SAT, conduct college search)

<http://www.collegeview.com/> (College essay, virtual tours, scholarship information, thousands of colleges)

<http://www.fastweb.com/>

<http://www.gocollege.com/>

<http://www.petersons.com/> (Search for colleges, financial aid, study abroad opportunities)

<http://www.princetonreview.com/>

<http://www.review.com/> (Frequently asked questions by parents)

<http://www.ncaa.org/> (**NCAA Information**)

<http://www.usnews.com>

<http://www.prepaidtuition.org/>

<http://www.jeffcoweb.jeffco.k12.co.us> (go to counselors) (go to college and career page or go to scholarships)

<http://www.bridge-rayn.org/Cgood.html> (Cynthia Good web page)

www.act.org

www.actstudent.org

www.college-access.net

COLLEGE APPLICATIONS ON-LINE

<http://www.collegeapps.com/>

<http://www.collegelink.com/>

<http://collegenet.com/>

<http://www.weapply.com>

<http://collegeincolorado.org>

TEST PREPARATION

<http://www.ets.org/>

<http://www.powerprep.com/>

<http://www.act.org> (register online for the ACT or track and change information)

FINANCIAL AID

<http://www.collegeboard.org>

<http://www.collegefundingco.com>

<http://www.finaid.org> (valuable information on all areas of financial aid)

<http://www.absolutelyscholarships.com> (scholarship search engine)

<http://www.studentservices.com/fastweb/>

<http://www.fastweb.com>

<http://www.wiredscholar.com/index.jsp>

SIX “SIGNS” YOU HAVE A BOGUS SCHOLARSHIP SEARCH PROGRAM

1. The scholarship is guaranteed or your money back.
2. “You can’t get this information anywhere else.”
3. “May I have your credit card or bank account number to hold this scholarship?”
4. “We’ll do all the work.”
5. The scholarship will cost some money. Scholarships are too widely available to pay a service.
6. You’ve been selected by a national foundation to receive a scholarship, or “you’re a finalist” – in a contest you’ve never entered.

**To report a scam to the Federal Trade Commission, contact
<http://www.ftc.gov>
or call National Fraud Information Center at 1-800-876-7060**

