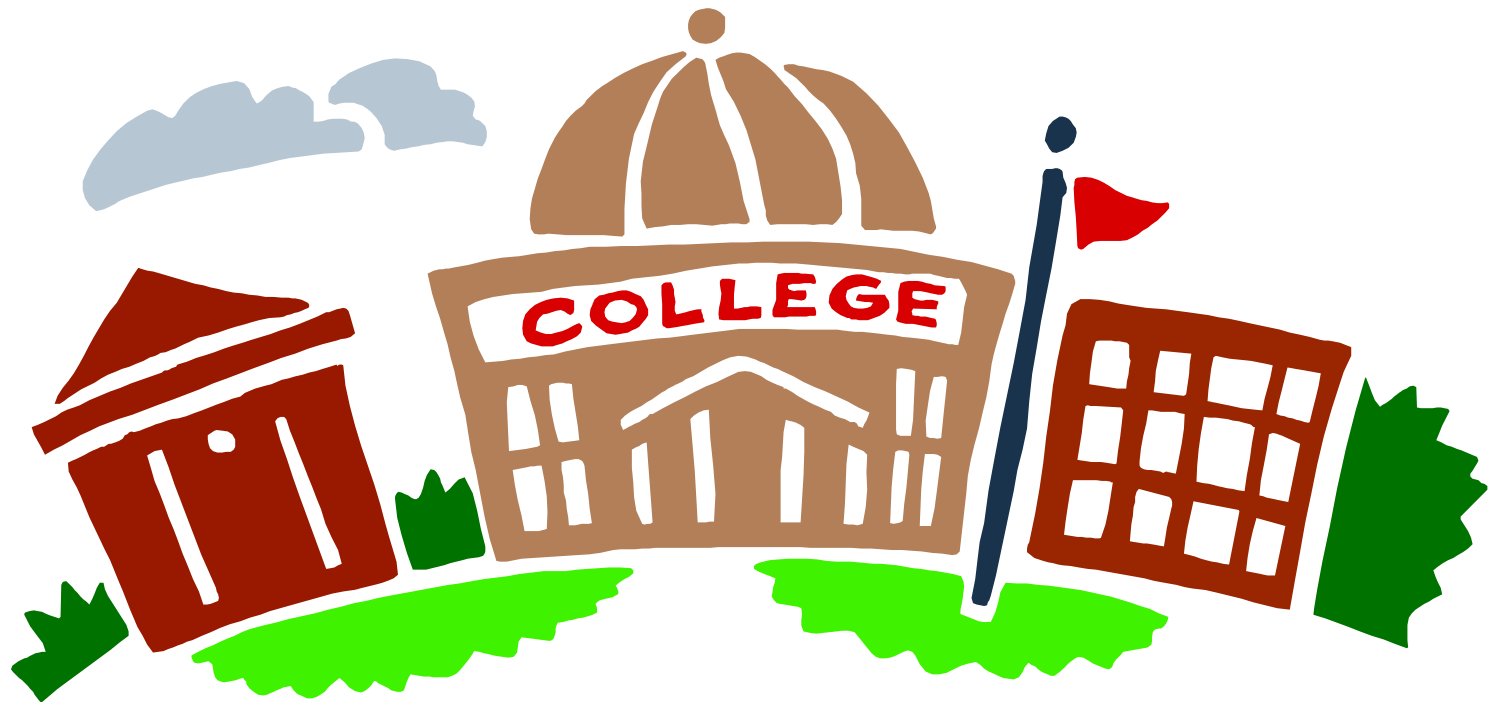


PNHS Applying to College Seniors 2012



Plans After High School:

- Over 93% of PN seniors report that they will attend a 2 or 4 year college or university after high school.
- Other options after high school:
 - Trade school
 - Military / Armed Forces
 - More info regarding standardized testing at www.asvabprogram.com
 - Mission work / Travel
 - Work force

Graduation Requirements:

- Make sure that you are up-to-date on your graduation requirements.
- 26 credits by the end of this year.
- Look at your transcript... you should have a minimum of 19 credits earned.
 - **DO NOT COUNT MIDDLE SCHOOL CREDITS.**
 - IF YOU FAILED AN ACADEMIC CLASS AT ANY POINT IN YOUR CAREER, SEE YOUR COUNSELOR TO BE SURE THAT YOU ARE ON TRACK!

Core Graduation Requirements:

- **English** 4 credits
- **Math** 4 credits
 - Alg 1, Geom, Alg 2, Senior Year Math Related
- **Science** 3 credits
 - Chem/Phys, Earth/Bio, Bio 2 and Chem 2 or Phys 2
- **Social Studies** 3 credits
 - US History, Gov/Econ, World History
- **PE** 1.5 credits
- **Health** .5 credit
- **Fine Arts** 1 credit

College Planning Checklist:

- HAVE YOU...
 - ✓ Reviewed your school of choice's application and requirements?
 - ✓ Decided where to apply?
 - ✓ You should have 2-3 schools in mind now...

College Planning Checklist:

- HAVE YOU...
 - ✓ Familiarized yourself with the admissions process of your schools of choice?
 - ✓ Started any college applications?
 - ✓ Attended a college representative visit here at PN?
 - ✓ Attended a college visit or tour?

College Visits at PNHS:

- Listen to announcements.
- Sign up in counseling office one day prior to visit.
- Bring list of questions.
- Use this time / opportunity wisely! It's a great chance to know more about a college and for a representative to meet you & get to know you!
- These are the representatives that will make a decision about YOU and your application. Meet them so that they can put a face to your name.
- This time is also great to learn more about specific programs and areas of study.

Applying to College:

- Go to college's website and begin process.
- Look for “undergraduate application”.
- Fill out all required information.
- **PRINT “COUNSELOR PAGE” or “SCHOOL REPORT PAGE”.**
- Enter credit card for application fee.
- Submit.
- Print a copy for your records.

Applying to College:

- Bring counselor page / school report to counseling office (Mrs. Beverly).
- Mrs. Beverly will gather the required paperwork and give school report to counselor.
- Counselors will complete their portion and will mail out rest of application.

PN College Application Fee:

- On your third college application (counselor page/school report page), there will be a \$3.00 college application processing fee.
- Payable to PNHS by cash or check (checks to PNHS).
- This \$3.00 is a processing fee for paper copies, manual copying, mailing and general processing.

College Applications Process: TRANSCRIPT via DOCUFIDE

- PNHS will work with Docufide to bring you a “Secure Transcript.” It is the safe, paperless way to send transcripts directly to the colleges you choose.
 - Docufide has a new name: “Docufide by Parchment.” (We will call it Parchment!)
- It’s easy, secure and available 24/7 online.
 - Parchment will electronically send your transcript to the college you choose.
 - They will email you to confirm that the transcript has been sent out.

College Applications Process: TRANSCRIPT via PARCHMENT

- How it works:
 - Sign up at www.docufide.com.
 - “Don’t have account → students → High School Students → get transcripts → get started → join today”
 - **Docufide/Parchment and PNHS will send your transcripts electronically to all in-state schools for **FREE**.**
 - Remember the PN College App fee: after 2 = \$3.00 each
 - This fee is for copying/processing/mailing from our office.

College Applications Process: TRANSCRIPT via PARCHMENT

- How it works:
 - **FOR OUT OF STATE SCHOOLS.... DO NOT USE DOCUFIDE/PARCHMENT.**
 - **REQUEST YOUR TRANSCRIPT VIA PAPER COPY IN OUR COUNSELING OFFICE.**
 - **FILL OUT PAPER FORM AND GIVE TO MRS. BEVERLY IN OUR OFFICE.**

College Applications Process: TRANSCRIPT via PARCHMENT

- How it works:
 - Your student ID and last 4 #s of Social Security Number are optional!
 - Once you have created an account and are logged in, it will ask you various questions.
 - Keep following directions.
 - When asked about “Privacy Settings”... either choice is fine. There is no right or wrong answer here. Just choose one option to “waive” or “not waive” your privacy rights.

The Common Application:

- One single application that many schools use.
- If your school of choice requests the common app, you can download that file from their site and fill it out.
- For a list of schools using the common app, go to www.commonapp.org.

The Common Application:

- All teacher & counselor portions should be completed online.
- When you are completing your app, provide the teacher's/counselor's email address. A link will be sent to them to complete their portion electronically.
 - Be sure to verify that your recommender received the link. An email will suffice.
- Be sure to request your transcript through Docufide/Parchment with Common App.
- Some colleges have a common app "supplement" to be filled out separately. Research your school of choice to verify.

DOCUFIDE/PARCHMENT and The Common Application:

- Create an account at www.commonapp.org.
- Write down your Common App ID in a secure location. You will need this number to make sure your transcript gets to the right place.
- Use the School Forms section of Common App online to invite your counselor to be a recommender. Doing this will send an email message to her with instructions on how to complete her form online.

DOCUFIDE/PARCHMENT and The Common Application:

- Log in to your Docufide/Parchment account at www.docufide.com.
- On your profile tab, enter your **Common App ID #** and Save.
- Click on Common App tab.
- Enter your Common App ID #.
- Verify that your info is correct: your name and your recommender's name.
- Click the SAVE and CONTINUE to move on.

DOCUFIDE/PARCHMENT and The Common Application:

- There is a one-time nominal fee that must be paid to send your transcript via Docufide/Parchment to the Common App. You will need a credit card/debit card to make this payment. Be sure to talk to your parents first about the fee/payment.
- Your transcript will not be sent via Docufide/Parchment until you pay this fee. It will cover all of the schools that use Common App.
- Your transcript will be sent to the Common App online system where it will be matched with your counselor and your school forms.

Applying to College: Letters of Recommendation:

- If a letter is required from counselor--- be sure to provide counselor with “brag page” so that she will be able to write a thorough and detailed letter for you.
- Allow for 1-2 weeks for teacher/counselor to complete letter.
- Teacher letter should be “spotlight” on you in their class.
- Counselor letter should be “floodlight” on your four years in high school.

Applying to College: Test Scores:

- All schools will want one of two college entrance exams:
 - ACT or SAT
 - Many schools want test scores sent directly from the testing agency.
 - Check with your school of choice for their requirement.
- KVCC wants ACT score directly from ACT to use as class placement.

Applying to College: Test Scores:

- If you have not sent your scores from testing agency... go to following websites and click on “send scores”. There is a small fee to send your score to each school.
- ACT: www.actstudent.org
- SAT: www.collegeboard.com

Applying to College: Test Scores:

- To improve test scores:
 - take the practice tests online.
 - print out full length tests.
 - use the “Taking the ACT” workbook in our office.

- Colleges **ONLY** look at your highest score!!
May take multiple times.

Admissions:

- Rolling Admissions: a few examples...
 - (WMU, MSU, GVSU, CMU, EMU)
 - Will notify you in approx 6-8 weeks.
- Other types of admissions:
 - Early decision (binding)
 - Early action (non-binding)
 - Early response (if you apply by a certain date, you will receive a decision by a certain date)

Deadlines:

- Know your school's deadline.
- Most schools have a standard deadline of January 1, 2012.
- We strongly suggest that you apply BY THANKSGIVING!!
- **U of M: strongly suggests that you apply by November 1, 2011!**

Top Factors in College Decisions:

- According to the National Association for College Admissions Counseling:
- grades in college prep classes
- strength of curriculum
- test scores
- overall GPA (each school will focus on their own version of weighted vs unweighted)
- essays (your time to shine) and letters of recommendation
- rank in class

Community College:

- KVCC or another 2 year school
- Two options:
 - Receive an Associate's Degree or other certificate.
 - Transfer to a 4 year college/university
 - Make an appointment with an advisor at the CC to plan for your credits to transfer.
 - Contact transfer-in college for more info about their admissions requirements for transfer students.

Senior Year:

- Stay strong! Keep your grades up until the end of your senior year!
- Many colleges request 7th semester grades (2nd semester) and final transcripts.
 - Schools can revoke prior admission based on poor senior grades.
 - If your school requires a final transcript, you must request that Docufide/Parchment send your final transcript to your particular school of choice.
- Don't get lazy and let your grades slip...it could cost you your admission!
 - Counselors will return in Nov. to discuss Financial Aid.
 - Complete college apps between now and Thanksgiving!!!

College Applications: Checklist

- Remember to...
 - Complete an online application.
 - Submit counselor page to counseling office.
 - Request that your transcript be sent to the college via Docufide/Parchment.
 - Request letters of recommendation, if needed. Confirm with recommenders that letters have been sent.
 - Have your ACT / SAT scores sent from testing agency, if required.
 - Pay application fee.

In Summary:

- **See included supplement packet:**
 - **Copy of this Power Point (save for instructions and for reference)**
 - **Example Brag Sheet (if letter of recommendation is required)**
- **Good Luck! Get organized. Be responsible! Apply now!**
- **Questions? See your counselor!!**

Counselors:

- Shari Smith: A-D ssmith@portageps.org
 323-5527
- Krista Hovestadt: E-K khovestadt@portageps.org
 323-5420
- Amy DiMaggio: L-Q adimaggio@portageps.org
 323-5472
- Cindy Figueroa: R-Z cfigueroa@portageps.org
 323-5424

PNHS: 1000 Idaho. Portage, MI 49024.

School Code: **233-072**

School Phone: 269-323-5475 / Fax: 269-323-5490

Counseling Support Staff:

- Ms. Ruthie Connaughty rconnaughty@portageps.org
323-5475
 - Registrar, Enrollment, Appointments
- Mrs. Deb Beverly dbeverly@portageps.org
323-5464
 - Transcripts, College Visitations, Scholarship Info

Hours: 7:00 am – 3:30 pm