Ansonia High School

ENROLLED, ENLISTED, EMPLOYED

SCHOOL COUNSELING DEPARTMENT

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POST HIGH SCHOOL PLANNING *SENIOR YEAR CALENDAR*

SEPTEMBER/OCTOBER	NOVEMBER/DECEMBER
❒ *Finalize list of colleges and add them to "Colleges I'm applying to" in Naviance* ❒ *Note all deadlines: testing, admissions, financial aid* **for each individual school** ❒ *Match Common App & Naviance accounts* ❒ *Schedule campus tours, auditions, or interviews* ❒ *Meet with College Reps/attend College Fairs* ❒ *Request letters of recommendation in person and then through Naviance* ❒ *Complete NCAA eligibility form if applicable* ❒ *Attend "Paying for College" seminar* ❒ **Complete and submit FAFSA starting October 1st****	❒ *Take appropriate SAT and/or ACT exam* ❒ *Process applications in Naviance & Common App* ❒ *Complete CSS profile for private schools if necessary* ❒ *Investigate & research scholarships/financial aid* ❒ *Visit FAFSA4caster to estimate your eligibility for federal student aid. This resource can be found on* https://studentaid.gov/aid-estimator/
JANUARY/FEBRUARY	**MARCH/APRIL**
❒ *Retake SAT and/or ACT if necessary* ❒ *Complete CSS profile, if necessary* ❒ *Process final college applications in Naviance* ❒ *Continue searching/applying to scholarships & financial aid through Naviance ➜ colleges tab, scholarships located at bottom of page*	❒ ***Notify college of your choice of enrollment by May 1st*** ❒ *Continue searching/applying for scholarships in Naviance* ❒ *Review acceptance letters* ❒ *Review financial aid packages* ❒ *Let your counselor know your status/decision*
MAY/JUNE	*JULY/AUGUST*
❒ *Notify schools you have decided not to attend via letter or email* ❒ *Take AP tests, if applicable* ❒ *Continue searching/applying for scholarships in Naviance* ❒ *Begin applying for student loans, if needed* ❒ *Finalize your financial aid package with college* ❒ *Start summer job search*	❒ *Complete and submit all materials requested by your selected school* ❒ *Send UConn ECE transcript, if applicable* ❒ *Schedule & attend college freshman orientation* ❒ *Finalize student loans, if needed* ❒ *Enjoy your post-secondary journey!*

Applying to College – What is Important?

TRANSCRIPT, TEST SCORES & GPA

The Importance of Grades!

*The number 1 most important factor in college admissions decisions is grades in College Prep classes.

*AHS reports weighted cumulative GPA and quartile, but most colleges recalculate GPA

Standardized Tests

SAT, ACT, & AP Exams- Know your college's testing policy!

Test Required
Test Optional - You decide
Test Blind- Not Considered

LETTERS OF RECOMMENDATION

What Others Say About You...

*Ask a teacher who knows you best as a learner.

*Give the teacher some information about yourself. Use a resume, the Activities section of CA or Request Form

*Request the LOR in Naviance. Please allow up to 2 weeks.

*LOR is uploaded in Naviance and sent directly to the colleges on your list

PERSONAL ESSAY

Your Voice!
What you say about the world around you

*Prompts can be found here: 22-23 Prompts

*Draft essay, proofread and share essay with someone you trust. (teachers, counselor, etc)

*Stop, Wait, Think... then return to your essay after a few days to finalize it!

*Optional COVID-19 question within the Additional Information section.

IMPACT: CLUBS, ACTIVITIES, WORK EXPERIENCE

How did you spend your time and why?

*Add up to 10 activities, but 6 is ideal. Explain why you spent time doing each activity.

*Showcases who you are outside the classroom. Use this section to highlight the activities that have been the most meaningful to you throughout high school.

NAVIANCE- Electronic submission of college application information

*MATCH your Common App with Naviance.   *Request teacher recommendations via Naviance.

*Counselors will be connected to your Common App through Naviance

CREATING A LIST OF COLLEGES

Do your research!

Naviance - Click on "Colleges I'm Thinking about and then "SuperMatch®" on the left side.

College Board BigFuture: https://bigfuture.collegeboard.org/

Students often ask, "How many colleges should I apply to?" The CollegeBoard suggests that students apply to 5-8 schools, with any more than 8 not being necessary. When you start to consider colleges, here are some things you should consider:

- Variety of academic programs
- Special programs; study abroad

- Clubs & activities
- Housing options

- Size
- Location

- Public vs. Private; Private is more $$
- Facilities; labs, gyms, theaters etc.

Once you determine what's most important to you on a college campus, you can begin to narrow down your list into three categories: Safety, Target, and Reach.

- **Safety**: A safety school is one where your academic credentials **EXCEED** the school's average range for students accepted the previous year. You should be reasonably certain you will be accepted to your safety schools-- and just like your target and reach schools, your safety schools should consist of colleges you would be happy to attend and can afford.
- **Target**: A target school is where your academic credentials fall **WITHIN** the school's average range for students accepted the previous year. It's not unreasonable to expect to be accepted to several of your target schools, but it's important to remember that although you fall within range, there are no guarantees.
- **Reach**: A reach school is where your academic credentials fall on the **LOWER** end or even **BELOW** the school's average range for students accepted the previous year. Reach schools are a gamble- although it may be a long-shot, or a 50/50 chance, it should still be possible.

STUDENT EXAMPLE

* GPA - 3.78 * SAT Score: 1110 * Math - 540   * EBRW -560

Safety	Target	Reach
Southern Connecticut State University ● **Average SAT** ○ Combined: 980-1180 ● Average GPA ○ 3.2 (4.0 Scale)	Eastern Connecticut State University ● **Average SAT** ○ Combined: 1020-1190 ● **Average GPA** ○ 3.3 (4.0 Scale)	University of Connecticut ● **Average SAT** ○ Combined: 1230-1370 ● **Average GPA** ○ 3.76 (4.0 Scale)

To balance your list, consider selecting 1-2 safety schools, 2-4 target schools, and 1-2 reach schools. This will provide you with different options to select from and attend schools you're actually excited about!

COLLEGE APPLICATION METHODS

EARLY DECISION

Early Decision is **binding**-- which means you are *obligated* to enroll if you are accepted. This type of application is suggested for students who have completed extensive college research, have narrowed down their first-choice college to one school, and have completed a rigorous academic course load. If you submit your application under Early Decision, you sign a **binding** agreement with the college that states if you are accepted, you will attend and withdraw your pending applications from other schools. Also, if accepted, you will not have the opportunity to compare your financial aid package with other schools. Deadlines for Early Decision are as early as they get! Typically, the application deadline is in early November-- which means in turn, you will be notified of your acceptance, deferment, or rejection earlier- usually by the end of December. If a school defers you, it means that your application will be reconsidered with the Regular Admission applicant pool. It is important to note that you may only apply to 1 school for Early Decision consideration.

EARLY ACTION

Early Action is a **non-binding** early application method that allows students to apply before the large pool of Regular Decision applicants. If you are accepted, you are **not** required to commit and withdraw your other applications. Instead, you simply submit your application earlier and find out if you are accepted, denied or deferred earlier. Typically, the Early Action deadline falls in the beginning of November and you receive notification of their decision by the end of December. Students can still pursue other applications and if accepted to the school they applied Early Action to, do not need to respond with their decision until May 1st. In most cases, you can apply Early Action to as many schools as you would like, but some schools prohibit multiple Early Action applications-- so check the policies of the schools are you are applying to!

REGULAR ADMISSION

Regular Admission deadlines vary from institution to institution, but typically fall between January and March. There are no obligations to enroll in any school that you are accepted to if you submit a Regular Decision application. Admission Officers review your application with the entire Regular Decision application pool, so the longer you wait to submit your application, the bigger the application pool, the greater the competition. Students are typically notified of the college's decision in the beginning of April and are asked to commit and submit a deposit to the school of their choice by May 1st.

ROLLING ADMISSION

Rolling Admission schools do not have a specific application deadline, however, that does not mean you should neglect to submit your application until the last minute. Typically, Rolling Admission schools review applications on a 6-8 week or monthly basis. It is important that you submit your application to a Rolling Admission school **as soon as possible** because there is *less competition*. Once the school accepts the maximum number of students it can allow, that's it. If you are accepted, you do not need to inform the college of your decision until May 1st.

WAITLISTED

Colleges sometimes waitlist applicants because they are never exactly sure of how many accepted students will actually enroll. By waitlisting applicants, it gives them time to analyze enrollment data and determine how many spots in the freshmen class are still available. Colleges are not obligated to accept anyone who they have waitlisted or explain why or why not a student was not accepted. If you are waitlisted from your top-choice school, it is important to prepare a backup plan and consider your other options. They may not notify you of their decision until middle/late summer. If you are accepted, be sure to review your financial aid package, housing choices, etc. and contact the school with any questions you may have.

TWO YEAR vs. FOUR YEAR SCHOOLS

TWO YEAR COLLEGES

Although four year colleges receive a lot of attention, many high school graduates decide to enroll in a two-year institution for many reasons:

- No Room & Board fees
- Associate degrees take less time to complete which allows students to start their careers earlier
- Two-year colleges are highly vocational.
- Can be used as a starting point to earn your Bachelor's Degree.
- Beginning in Fall 2020, **Connecticut's PACT Program allows Connecticut residents** who meet certain eligibility criteria to attend any of Connecticut's Community Colleges for **up to three years free of mandatory tuition and fees** related to an eligible program of study. Awards are only applicable to the fall and winter/spring semesters, and are available **regardless of family income level.**

Many students start at a two-year school and after completing their General Education courses, transfer to a four-year institution because of the significant financial savings and the easier transition of the academic demands. Also, programs at two-year colleges often include apprenticeships and internships within the local community which provides students with valuable connections they can use to help with finding a job after graduation.

FOUR YEAR COLLEGES

Although four-year colleges are significantly more expensive than two-year colleges, these institutions offer students invaluable on and off campus learning opportunities that simply cannot be found elsewhere. At a four-year school, a student typically enrolls in a much broader curriculum and completes their degree which can be utilized for a variety of careers upon graduation. In the first two-years of school, students typically take General Education or Introductory courses. During junior and senior year, students take more advanced courses that focus solely on their declared major. Unlike two-year schools, four-year colleges offer an enormous amount of learning opportunities on campus such as clubs and organizations, cultural events, honor societies, study abroad opportunities, athletic programs, service-learning projects and so much more.

School	**Type**	**Total Annual Cost (Tuition, Fees, Room & Board)**
Gateway Community College*	2 Year	$4,700
Central Connecticut State University	Public 4 Year School	$24,570
Quinnipiac University	Private 4 Year School	$67,740

*Free for students eligible for CT Pact Program-https://www.ct.edu/pact

FINANCIAL AID

Planning for college expenses is an enormous financial undertaking. Although you may not need to be an expert, students and families should research financial aid options in order to have a basic understanding of college costs and financial obligations upon graduation.

WHAT EXACTLY IS FINANCIAL AID?

Almost two-thirds of today's full-time college students receive some sort of need-based financial aid-- so you must be asking yourself--how do they determine my need? Your financial aid eligibility is based on two calculations:

1. The total cost of the education (varies from institution to institution)
    a. Generally includes tuition, room & board, living expenses, etc.
2. The family's ability to pay

To apply for need-based financial aid, families must complete the Free Application for Financial Aid (FAFSA) or, depending on the school, the College Scholarship Service's PROFILE application (CSS PROFILE). These applications determine the amount, if any, a family and student can contribute to the cost of attendance, known as the Expected Family Contribution (EFC). The EFC amount can vary from institution to institution; however, the formulas to determine the EFC have been put in place to ensure some degree of similarity. Both applications heavily rely on numbers from your income tax returns and applications must be submitted annually- no exceptions as it is a Federal law.

FAFSA vs. CSS PROFILE

- FAFSA - required by all colleges that accept & award Federal financial aid
    - Requires most recent tax & W-2 forms
- CSS PROFILE - generally viewed as application for private or institutional funds
    - Some institutions require both the FAFSA & CSS PROFILE

MAIN TYPES

There are 3 main types of financial aid:

- Grants & Scholarships - Federal or institutional awards that do not need to be repaid
- Work Study Program - Part-time campus employment subsidized by the Federal Government
- Loans - Low-interest student or parent loans that will need to be repaid

When you apply for financial aid, your financial aid package will likely include student loans. There are generally two types of student loans:

- Federal student loans - Funded by the Federal government
- Private student loans - Nonfederal loans; made by a private lender such as a bank, credit union, or school

FEDERAL LOANS

There are two national Federal programs that provide low-interest, payment deferred loans that borrowers can repay after their enrollment ends:

- Stafford Loan
- Perkins Loan
- Parent PLUS loan

In order to qualify for these loans, students/families must complete the FAFSA so their financial need can be determined. Also, students must be enrolled at least half-time in a college that leads to a degree or certificate. There are several repayment and loan forgiveness programs available to students who have Federal loans (restrictions may apply**) upon graduation that can help reduce monthly payments and/or cap the amount of total payments into a 10, 20, or 25 year period.

- **For more information about Federal Loans, visit https://studentaid.ed.gov

Federal loans, which are offered by the U.S. Department of Education, will either be "Subsidized" or "Unsubsidized." The conditions of a Direct Subsidized Loan have better terms as the U.S. Department of Education pays the interest while the student is:

- Enrolled in school at least half time
- For the first 6 months after graduation/leaves school (called a grace period)
- During a period of deferment (a postponement of loan payments)

As for Direct Unsubsidized loans, the borrower is responsible for paying the interest during all periods. This means that interest *immediately* starts accruing from the moment the loan is given and if you choose not to pay interest while in school, during grace periods, or while in deferment or forbearance, interest will accrue and capitalize (add to the principal amount of your loan).

PRIVATE LOANS

One of the major differences between Federal and private student loans is that private lenders unlikely offer loan forgiveness programs. In order to determine what your repayment options and obligations are, you must speak directly with your lender. Private student loans are also not subsidized, therefore, no one pays the interest of the loan but you (the lender). Unlike Federal student loans, private loans can have variable interest rates- meaning the interest rate can increase, and substantially increase the total amount you owe.

SCHOLARSHIPS

Application vs Awarded- Most scholarships require the student to submit an **application**, resume, credentials, transcripts and/or an essay. Some of these scholarships require a lot of work. Other scholarships, often directly from an institution, are **awarded** to a student based on some credential. Colleges may award a Presidential Scholarship or Trustee Scholarship upon admission to their college/university based on institutional calculations. Ansonia High School has a pool of scholarships managed by the New Haven and Valley Community Foundations that are awarded based on the criteria set forth by the donor and chosen by our scholarship committee

Local / Regional / National- Application based scholarships can be locally based, regionally based or nationally based. For example,

- Local - For AHS Students only! Gordon C. Parker Scholarship, To be eligible, a student must be a graduating AHS senior, be in the top 20% of his or her class, have played at least one sport in each year of his or her high school career (unless sidelined due to injury or an extenuating circumstance), and plan to attend an accredited college in the upcoming academic year
- Regional - May include surrounding schools - Valley Association of Realtors, Female Black Excellence Scholarship
- National - Open to anyone - Ron Brown Scholarship There are a few "sorting" sites like FastWeb, College Greenlight and Going Merry that can help with researching what is out there, but it is important to weigh the amount of time required of a student to apply, to the financial gain and / or probability of
- being awarded the scholarship.

RESOURCES

- Detailed financial aid information including repayment options for federal loans and loan forgiveness programs
- National Association of Student Financial Aid Administrators
- FinAid.org

- FAFSA
- College Affordability and Transparency Center
- Net Price Calculator
- Saving for College Best Private Student Loans

SAT/ACT TEST INFO & TIPS

Both the SAT and ACT are standardized tests commonly used by colleges to assist in the admission decision making process. These test scores allow post-secondary institutions to universally compare and assess a student's readiness for college. **The ACT offers an optional Writing Test, which some colleges require**. Each college has different application requirements and it is important that students research this **before** registration.

Test	Test Date	Regular Registration Deadline	Late Registration Deadline
SAT	October 1, 2022	September 2, 2022	September 20, 2022
SAT	November 5, 2022	October 7, 2022	October 25, 2022
SAT	December 3, 2022	November 3, 2022	November 22, 2022
SAT	March 11, 2023	February 10, 2023	February 28, 2023
SAT	May 6, 2023	April 7, 2023	April 25, 2023
SAT	June 3, 2023	May 4, 2023	May 23, 2023

Test	Test Date	Regular Registration Deadline	Late Registration Deadline
ACT	September 10, 2022	August 5, 2022	August 29, 2022
ACT	October 22, 2022	September 16, 2022	September 30, 2022
ACT	December 10, 2022	November 4, 2022	November 11, 2022
ACT	February 11, 2023	January 6, 2023	January 20, 2023
ACT	April 15, 2023	March 10, 2023	March 24. 2023
ACT	June 10, 2023	May 5, 2023	May 19, 2023
ACT	July 15, 2023	June 16, 2023	June 23, 2023

KHAN ACADEMY

Khan Academy and The College Board have partnered to provide free online test prep resources for the SAT that can be tailored based on your PSAT score report. In 3 easy steps, you can have personalized SAT practice in order to ensure your best possible scores:

1. www.satpractice.org – Create a Khan Academy account or sign in to your existing account.
2. Choose to link Khan Academy to your PSAT results.
3. Create a College Board account or sign in to your existing College Board account and click "send" to send your scores to Khan Academy for personalized SAT prep.

NCAA CLEARINGHOUSE

The college-bound student athlete must be academically eligible and meet academic core course requirements in order to qualify for Division I and Division II college athletics. Juniors and seniors interested in playing NCAA sports at the DI or DII level must register with the NCAA Clearinghouse. To register with the NCAA Clearinghouse, please visit www.eligibilitycenter.org. **The NCAA Clearinghouse will not review any student who has not completed three full years of high school.**

Division I Qualifier Requirements	**Division II Qualifier Requirements**
16 Core Courses** 10 core courses completed before the start of seventh semester. Seven (7) of the ten (10) must be in English, Math, or Natural/Physical Science "Locked in" for core-course GPA calculation - Earn a core-course GPA of at least 2.300. - Earn an SAT combined score or ACT sum score matching the core-course GPA on the Division I sliding scale - Graduate high school	16 Core Courses** 3 years of English 2 years of Mathematics (Algebra I or higher) 2 years of Natural/Physical Science (1 year of lab if offered by high school) 3 years of additional English, Mathematics, or Natural/Physical Science 2 years of Social Science 4 years of additional courses (from any area above, foreign language, or comparative religion/philosophy) - Earn a core-course GPA of at least 2.200. • - Earn an SAT combined score or ACT sum score matching the core-course GPA on the Division II full qualifier sliding scale - Graduate high school

<div align="right">(NCAA Eligibility Center, 2019)</div>

**To access additional information pertaining to the Division I or Division II Qualifier Requirements, see NCAA Educational Resources page.

DIVISION III ATHLETICS

Division III schools provide an integrated environment in which they focus on academic success and offer competitive athletic programs. Although Division III schools do not offer athletic scholarships to student athletes, the NCAA reports that 75% of Division III student athletes receive some form of aid such as academic scholarships, merit, or need-based financial aid. If you are interested in attending a Division III school, you do not need to register with the NCAA Eligibility Center because
Division III schools set their own admission standards.

JOINING THE MILITARY

THE ENLISTMENT PROCESS

1. Must take the Armed Services Vocational Aptitude Battery (ASVAB) test. Your AFQT score will determine your job qualifications.

2. Must pass the physical exam which includes: Height & Weight, Hearing & Vision Exam, Urine & Blood Tests, Muscle Group & Joint Maneuvers, Drug & Alcohol Test

3. Meet with a military counselor to determine a career. What factors are considered?
    - Needs of the Service
    - AFQT score from the ASVAB test
    - Recruit Preference
    - Job Availability
    - Physical Requirements

4. Oath of Enlistment

5. After the Military Entrance Processing Station (MEPS) - recruits will do 1 of 2 things:
    - Direct Ship ➜ Report to Basic Training after completing MEPS testing requirements
    - Delayed Entry Program (DEP) ➜ Commit to Basic Training at a time in the future; generally within 1 year

BASIC MILITARY REQUIREMENTS

Branch	Age	Minimum Required AFQT Score	High School Diploma Required	Physical & Weight Requirements
Army	17	31	Yes	Yes
Marine Corps	17	31	Yes	Yes
Navy	17	35	Yes	Yes
Air Force	17	36	Yes	Yes
Coast Guard	17	45	Yes	Yes

ROTC AT UCONN

- Reserve Officers' Training Corps
- UConn offers 2 ROTC programs
    - Army ROTC
    - Air Force ROTC
- Storrs Campus
- Combine a traditional undergraduate college education with military instruction
- You learn firsthand what it takes to lead & motivate others & how to conduct missions as an Officer in the military
- There are over 70 career fields available to college graduates
    - Aviation, Engineering, Space & Missiles, Intelligence, Special Operations, & Cyberspace

NATIONAL ROTC PROGRAMS

Branch	Army	Navy and Marine Corps	Air Force
Availability	1,100 campus programs	153 campus program	1,100 campus programs
Example Training Topics	Army leadership, military tactics, principles of war, and combat survival training	Summer cruise training, surface warfare orientation, flight time on navy aircraft, and maritime self-defense	Laws of armed conflict, international security, aerospace studies, and field training
Service Obligations	3-8 years, depending on scholarship acceptance	Between 3-12 years of active military service, depending on scholarship acceptance and degree level	Between 4-10 years of active duty, depending on contract cadet appointment
Example Career Specialties	Infantry, Military Intelligence, Civil Affairs, Medical Corps	Submarine, Explosive Ordnance Disposal, US Marine Corps, Navy Nursing Corps	Air Battle Management, Aircraft Maintenance, Cyberspace Operations, Piloting, & Tactical Air Control

RECRUITER: IMPORTANT QUESTIONS TO ASK
- What jobs are actually available to me?
- Can you put me in touch with a service member in a field that I'm interested in?
- What is the retention rate for my prospective job & service?
- What is a standard enlistment for this field?
  - While some jobs require longer enlistment obligations as a result of sensitive/extended periods of training, not all do
  - If your recruiter says you should enlist for 5 years instead of 4, you should be asking why
- I know all branches pay the same, but does it really work like that?
  - Although military pay is standardized, different branches & fields pay at different rates which means your branch & job field may impact your income. If you are choosing between 2 jobs, one may pay less or you may be eligible for certain stipends such as being bi-lingual.

IMPORTANT REMINDERS
- Have a conversation with your parents!
- Take someone with you when you meet with a recruiter
- **DON'T** sign anything ➜ take your contract home & review it *carefully*
  - *Regardless of what your recruiter tells you, you can review your contract at home before signing*
  - Make sure you are issued your own copy to keep!
- Talk to veterans & current members of the military
- Consider your moral feelings about going to war

RESOURCES
- **ASVAB Practice Tests**
  - http://www.asvabpracticetests.com/
- **Today's Military** - A valuable resource for students and families; includes FAQ's, videos and more
  - http://todaysmilitary.com/

TWO Ways to APPLY TO COLLEGE!

INSTITUTIONAL APPLICATION
An application used exclusively by the college to which you are applying. For example, Connecticut Community Colleges, Gateway, HCC, NVCC etc… use a specific application instead of the Common App.

OR….

THE COMMON APPLICATION	
● The Common Application is accepted at most colleges and universities! (Including UConn and the CT state schools.) ● Complete your identifying information only once!	● Add colleges to your list of *"Colleges I'm applying to"* ● Answer questions specific to each school on your list. (Usually 2-3 additional questions)
Create an account on **www.commonapp.org.** Begin completing common fields using the "Ansonia High School Guide to Completing the Common Application" as a resource.	

Advice from the classes of 2021 and 2022…

"Do not wait to get all of your college admissions stuff done. Start it when the school year starts."

"Take this year very seriously and ask your counselor/teacher for help on anything regarding your college applications. I promise you the process will be smoother."

"Keep trying your best and begin college applications early, it's not as scary as you think. :) Good luck, you'll all be okay just have fun and enjoy the year."

"Senior year comes with a lot of stress because of college applications and keeping up with assignments, but try and enjoy this time because it's your last year in high school."

STEP BY STEP GUIDE TO THE COMMON APP

STEP 1: CREATE AN ACCOUNT -
   a) Go to *www.commonapp.org* and create this account as a first year student.
   b) Provide your login credentials. Make sure you use an email address you can and will check in school and often. This is the email the Common App and colleges will use to get in touch with you.
   c) Complete your registration information. Be sure to use your legal name as it appears on official school documents and standardized tests. This will make sure colleges can match documents to the correct person.
   d) Adjust your communication preferences and accept the Common App privacy policy.

STEP 2: THE APPLICATION - Filling out your application takes time! And if you have to keep interrupting your progress to find information, like a certificate for a continuing education course or the address of your last internship, it can take even longer. Get a head start by collecting this information before you begin:
   ● A copy of your high school transcript - This was mailed home to you in June and again in September!
   ● A list of your activities, work, and family responsibilities
   ● Test scores and dates from your college entrance exams (SATs, ACTs, etc.)
   ● Parent/Legal guardian information
   ● Academic honors and achievements

1. **PROFILE** – Begin with the "Profile" page, and complete the following:
   ● Personal Information
   ● Contact Details
   ● Demographics
   ● Geography
   ● Language
   ● Citizenship (You are required to input your Social Security Number (SSN) if you are applying for financial aid via the FAFSA*)
   ● Common App Fee Waiver (If you are requesting a fee waiver, you will be prompted to check one or more boxes indicating why. If you have any questions regarding your eligibility for a fee waiver, please speak with your school counselor. In general, students who qualify for free/reduced lunch qualify for a Common App fee waiver.)

2. **FAMILY** - Next you will complete family information. Much of the information regarding your parents is not required, but we recommend you do complete as much as you are comfortable sharing, and the "education level" at least. Scholarships are available to "first generation" college students. ★ Note that if you answer that your parents attended college, you will be asked to indicate where by looking up the college by name.

3. **EDUCATION** - Current or Most Recent Secondary School: ANSONIA HIGH SCHOOL
   ● Graduation date is June 10, 2023. (TBD pending snow days)
   ● Below are the names, titles, email addresses, and phone numbers of the school counselors. Enter the correct information for your counselor.

Erin Corso	Chelsea Rodriguez	Wendy Chin
Lead School Counselor	School Counselor	School Counselor
Grades 10-12, N-Z	Grades 10-12, A-M	Grade 9 & PACE
ecorso@ansoniaps.org x2403	crodriguez@ansonia.org x2402	wchin@ansonia.org x2401

   ● Other Secondary Schools - If you have attended any secondary schools not listed in the previous section, please indicate the number of schools.
   ● Colleges & Universities – If you have taken any Project Lead the Way, UConn ECE, UB or HCC courses, list them here as "Dual Enrollment with high school"
   ● Grades – For "Graduating Class Size," indicate "110." Ansonia High School reports a **weighted GPA**.
   ● Current or Most Recent Year Courses - You will be able to enter up to ten courses here. Please combine any consecutive term courses (e.g. Art I & II) and list as one course. Recognize that your full schedule will

also be listed on the secondary school report form sent by the College Office and on your transcript, so you do not need to worry about this.)
- Honors
- Community-Based Organizations
- Future Plans - Listing a career interest indicates just that: it is an interest. Therefore, don't worry too much about this section, as colleges do know that you are likely to change your mind. Nonetheless, consider the following: "Other" or "Undecided" are perfectly appropriate choices for future plans—unless you are indicating very clearly in your essays or by applying to a particular program that you are deeply interested in that field. On the other hand, if you list "engineer" and you are applying to schools that don't have engineering programs, this may suggest to them that you are not a particularly good fit for their school. Likewise, "Highest Degree You Plan to Earn" will not have a major bearing on your application. If you don't know, it is fine to reply "Undecided."

4. **TESTING**: Remember that colleges that require testing will need you to send scores directly from the testing agency (College Board or ACT) and that listing scores here will not satisfy their requirements. As such, listing your scores here is optional.

5. **ACTIVITIES**: This section always creates a certain level of anxiety among students. How many activities should I list? In what order? What if I can't fill all the spaces available? What happens if I have more activities than there is space for? These are all valid questions. Consider the following:
   - Colleges are interested in those activities that are most central to who you are. It is much more a matter of depth than quantity. You do NOT need to include 10 activities if you don't have them; on the other hand, if you have more than ten and want to include all, you can do so in the "Additional Information" section under "Writing."
   - List your activities in the order of importance to you. Be sure to list those with which you are still involved before those you no longer participate in as well.
   - Under "Hours Spent Per Week" and "Weeks Spent Per Year," be honest but don't sell yourself short. A varsity sport, for example, requires (on average) 1-2 hours of practice time four days per week (4-8 hours), plus one home (3 hours) and one away contest (might be 4 hours, including travel). So it is reasonable to state that a varsity sport could require 17 or more hours per week, when you are in season.
   - Some students want to include a resume, and some colleges might even provide you the option of doing so in their supplement. If you are so inclined and feel there is important additional information in your resume, feel free to include it in the "Additional Information" section. If the information contained in your resume is already entered elsewhere in the application (under academic, academic honors, and activities), then you should not feel the need to include one. Duplicate information will not further your candidacy.

6. **WRITING**:
   - PERSONAL ESSAY - Aside from your transcript, this is the next most important piece of your application. It is your voice that matters here, more than the topic you choose. Consider what you want them to know about you, not what you think they want you to write, and you'll approach the essay in the proper frame of mind. Remember, too, that the prompts are not the questions but rather the avenue to answering the question "What do you want the readers of your application to know about you apart from courses, grades, and test scores?" Your essay needs to be about YOU.
   - DISCIPLINARY HISTORY: If you have ever been placed on probation, suspension, or expelled from AHS or another secondary school, you will need to answer "yes" to this question and write an explanation.
   - ADDITIONAL INFORMATION: It is not necessary to add anything here unless there is important information that you were not able to include elsewhere, such as from the activities section. In most cases, you will know if you have additional information.

STEP 3: ADD COLLEGES - Adding a college is easy! You may add a college using the add button in the search results list. You can also select a college and add them using the "Add to My Colleges" button from their info screen. Once you've added colleges, you can see them on your Dashboard and in your My Colleges tab. Keep in mind **you can add up to 20 colleges, but applying to 6-10 schools is most realistic**.   You may adjust your list of colleges at any time, BUT once you've submitted, you will not be able to remove those schools from your My Colleges list.

> **$** Fee Waiver - A request to the college to remove the application fee. Using either the Common App Fee waiver, which your counselor must confirm, or a college-specific fee waiver, you will not be required to pay the fee to submit your application. Indicate

STEP 4: SUPPLEMENTS- Some, but not all, schools will have a supplement you will need to complete in order to apply. Supplements generally include additional informational questions more specific to the particular college; often they will also include one or more shorter essay questions. These short essays are of particular importance in demonstrating your knowledge of the college you are applying to, and as such, your interest and fit. Be sure to do your homework on each college and tailor your responses to that school.

STEP 5: RECOMMENDERS AND FERPA-
Once you have entered all required information (remember that you can still go back and edit before submitting), and added one or more colleges to your "My Colleges" list, click on one of your colleges and you will come to the "Recommenders and FERPA" page. You will only sign the FERPA authorization once, but information on recommenders will vary and will be available on each college's page.

First you will need to read and complete the **FERPA (Family Educational Rights and Privacy Act) release authorization. Please read the explanation before agreeing to waive or not waive your rights under FERPA. It is our STRONG recommendation that you WAIVE your right to view your recommendations, as many colleges will discount recommendations when they can't confirm they are confidential and many teachers will not write a recommendation if they are not guaranteed confidentiality.** You can be confident that your teachers and counselors here will represent you in the most favorable light possible, and while it is entirely up to you, refusing to waive this right can lead to unwarranted questions and concerns from the colleges to which you are applying.

Every college gets to choose their own recommendation requirements. You can find more details on each college's "College Information" page. In general, each college has their own recommendation requirements. For example, one college may need two teacher recommendations. Some colleges may not want any teacher recommendations. Colleges can also determine what kinds of other recommenders they want. Some may allow for any recommender type, whereas others only allow an employer recommendation. Please see the **"Inviting and Assigning Recommenders" Guide** for specific information about how to invite your recommenders.

STEP 6: PREVIEW AND SUBMIT- Once you have completed all required sections of The Common Application and you have linked your Naviance account to the Common App, you will be able to click "Submit" from the school page. By clicking submit you will generate a .pdf of your application that you can preview before final submission.If you need to make changes you can go back and do so; if it is complete you can click the box that says you have previewed the .pdf and approve final submission. After you do, you will be prompted for any payment information (or fee waiver) if there is an application fee.

Remember that while you have one Common Application, each school may have school-specific questions and so you will need to submit the application for each college from their "page." (Click on the school from your "My Colleges" tab.)

USING NAVIANCE

Naviance is an online platform used for data collection, record keeping, research on colleges and careers and to send all important documents from our office electronically to colleges. Naviance also matches to the Common App, which is the platform you will use to apply to college. Naviance is located in your Google apps. Log in to your @ansoniaps.org google account and click on the "waffle" or the 9 dots in the upper right of your screen.

MATCHING COMMON APP AND NAVIANCE
1. Open Naviance
2. Go to the Colleges I'm Applying to page and click on Match Accounts at the top in the red box
3. Once redirected to the Common App sign in page, enter your username and password for Common App and give permission to link the accounts.
4. If it worked correctly, you will see the colleges from your Common App listed in the Naviance Colleges I'm Applying To List and the box at the top will be green

ADDING NON-COMMON APP SCHOOLS TO NAVIANCE
1. Open Naviance.
2. Go to the "Colleges" tab
3. Go to "Colleges I'm Applying to."
4. Click on the red plus button
5. Add the colleges you are applying to. (Add school names by typing in your school name, then click on "Add Application.")

REQUESTING TRANSCRIPTS IN NAVIANCE- Transcripts should be requested as soon as you push "send" on your Common Application. Please allow up to 2 weeks for processing your request.
1. Open Naviance and click on "Colleges I'm Applying to." (NOT Colleges I'm Thinking About.)
2. In the "Colleges I'm Applying to" page, you should see all of the schools you are applying to using the Common App listed. Click on " + Request Transcripts.
*For schools you are applying to NOT USING THE COMMON APP, Click on the red plus + circle in the top right corner to add the schools in order to continue with this process.
3. Select the type of transcript
> *Initia*l is for your first transcript sent to each college, grades 9-11 and work in progress.
> *Final* is your end of senior year transcript that is sent to the college you will attend.
> Note: Midyear transcripts includes semester one averages
4. Select all your schools that you need a transcript sent to and click Request and Finish

REQUESTING LETTERS OF RECOMMENDATION IN NAVIANCE Most colleges require letters of recommendation. Choose who you ask carefully because the first recommendations entered into Naviance will be sent. You do not get to pick and choose which recommendations to send.
1. Ask teacher(s) in person if they would consider writing a recommendation for you.
2. Complete the LOR Brag Sheet and include teacher's names if you want them to receive a copy.
3. Open Naviance, click on the "Colleges" tab and select Colleges home.
4. Click on "Letters of Recommendation" under the "Apply to Colleges" section.
5. Click on "Add requests."
6. Add teachers who have agreed to write a recommendation for you. You can include a note if you would like.
7. Select if you would like the letter sent to all schools in Naviance or only certain schools from your list.
8. Once you make the request, the teacher is automatically emailed.
9. You can then check the status of the recommendation on Naviance (It will show: requested, in progress or complete)

SENDING YOUR STANDARDIZED TEST SCORES

1. Sign in to your College Board account, then go to the Send SAT Scores page.
   On the Send SAT Scores page, you might get a prompt about fee waivers. If the message does not apply to you, you can ignore it.
2. Select colleges to send scores to.
     1. Search for colleges by name or code.
     2. Click one or more colleges to add them to the score recipients list, then click **Continue**.
3. For each recipient, send all scores or only some of your scores.
   If you've taken the SAT more than once, you can send only your best score. However, the college you're sending scores to might have a policy that they want to see all of your scores. As you select scores to send, you can view the policy requirements of the schools you selected and send what they require.
4. Review your order. Check out.
   You'll need to agree to the terms and conditions and select a payment method.