















SHADLE PARK SENIORS

Post-Secondary Launch Book

















This book belongs to:



WHAT IT MEANS TO BE A HIGHLANDER

- Highlanders take **pride** in themselves, their actions, their school, and their community; understanding they are part of something bigger than themselves.
- Highlanders care for and support their school, their community, and other Highlanders.
- Highlanders set goals and challenge themselves, knowing it takes planning and preparation to reach their fullest potential and be opportunity ready for their future.
- Highlanders get involved, have fun, and make memories that last a lifetime.

SENIOR RESOURCES

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Congratulations — You're a Senior!



You've been dreaming for years about what you'll do after you graduate, and this is the year you'll take many critical steps to launch your dreams into reality.

Section 1 of this Guide outlines the actions you need to take this year, depending on what you want to do after high school, and Section 2 through 7 provide important information and resources to help you take those actions.

Beginning with Section 1, look for the checklist that applies to <u>you</u> – based on whether you plan to:

- Attend a four-year college or university to earn a bachelor's degree
- Enroll in a community college first, then transfer to a university after 2 or 3 years to earn a bachelor's degree
- Earn an associate degree or certificate at a community college
- Earn a certificate or license in a skilled trade at a technical institute
- Enlist in the military
- Immediately enter the workforce

The checklist for each plan provides timelines for completing each action, but you'll need to pay attention to specific deadlines and due dates since they vary.

Beyond Section 1, you'll find resources and information on everything from financing your college education to writing a resume. You'll also find helpful tools for tracking the status of your college, scholarship, and job applications, and we've provided space to record important information you'll need throughout the year.

SENIOR YEAR TIMELINE

September

- 18-22 Homecoming Week
- 23 Homecoming Dance
- 26 Senior Parent Information Night
- 28 Gonzaga University Tour

October

- 4 HBCU Documentary
- 5 Whitworth Tour
- 9 Senior Class Meeting
- 11 ASVAB Test
- 13 No school
- 14 EWU Preview Day Tour
- 18 WSU Tour
- 19 Jostens at lunch
- 23-27 Pathway Planning Week
- 24 NACAC College Fair
- 28 WSU Preview Day Tour

November

- 3 Gonzaga Preview Day Tour
- 4 Black College Expo
- 6-10 Armed Forces Recognition Week
- 10 Veterans Day (No school)
- 15 FSA ID Night
- 17 Whitworth Preview Day Tour
- 22-23 Thanksgiving Break (No school)

December

- (TBD) FAFSA Opens
- 4 Senior Class Meeting
- 11 Family Financial Aid Prep Night
- 15 Senior Pictures Due for Yearbook
- 25 1/5 Winter Break (No school)

January

- 1-5 Winter Break (No school)
- 8 HSBP Due
- 9 Groovy Shoes
- 15 MLK Day (No school)
- 16 Senior Class Meeting

January

- 23 Financial Aid Workshop
- 30 Financial Aid Workshop

February

- 1 End of first semester
- 2 No school
- 19 President's Day (No school)
- 20 No school

March

- 11 Senior Class Meeting
- 15 No school
- 19 Jostens at lunch
- 20 Jostens at lunch

April

- 1-5 Spring Break (No school)
- 11 Job Fair (Tentative)
- 15 Senior Class Meeting

May

- 4 Prom
- 6-17 AP Testing
- 13 Senior Class Meeting
- 20 Golden Ticket Distribution
- 23 Senior Decision Day/Torch Passing
- 27 Memorial Day (No school)
- 29 Jostens at lunch (Cap & Gown)
- 29 Athletic Awards Night
- 30 Jostens at lunch (Cap & Gown)

<u>June</u>

- 4-5 Senior Finals
- 6 Senior Walks
- 6 Senior Recognition Night
- 7 Senior Breakfast
- 7 Graduation Rehearsal
- 7 Move OUT con
- 8 Graduation @ The Podium
 - 8 Senior All-Nighter

SEPTEMBER 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	<u>5</u>	<u>6</u>	7	8	9
10	<u>11</u>	12	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>
<u>17</u>	18	<u>19</u>	<u>20</u>	<u>21</u>	22	23
24	<u>25</u>	<u>26</u>	<u>27</u>	28	<u>29</u>	30

OCTOBER 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	<u>2</u>	<u>3</u>	4	<u>5</u>	<u>6</u>	7
<u>8</u>	<u>9</u>	<u>10</u>	11	12	<u>13</u>	<u>14</u>
<u>15</u>	<u>16</u>	<u>17</u>	18	<u>19</u>	<u>20</u>	21
22	23	24	<u>25</u>	<u>26</u>	<u>27</u>	28
<u>29</u>	<u>30</u>	31				7

NOVEMBER 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	<u>3</u>	4
<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	9	<u>10</u>	<u>11</u>
12	13	14	<u>15</u>	<u>16</u>	<u>17</u>	18
<u>19</u>	<u>20</u>	21	22	23	<u>24</u>	<u>25</u>
<u>26</u>	<u>27</u>	28	<u>29</u>	<u>30</u>		

DECEMBER 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
<u>3</u>	4	<u>5</u>	<u>6</u>	7	<u>8</u>	9
<u>10</u>	11	12	13	14	<u>15</u>	<u>16</u>
<u>17</u>	18	<u>19</u>	<u>20</u>	21	22	23
<u>24</u> <u>31</u>	<u>25</u>	<u>26</u>	<u>27</u>	28	<u>29</u>	<u>30</u>

JANUARY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	<u>3</u>	4	<u>5</u>	<u>6</u>
7	8	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>
<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	18	<u>19</u>	<u>20</u>
<u>21</u>	<u>22</u>	23	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>
<u>28</u>	<u>29</u>	<u>30</u>	<u>31</u>			

FEBRUARY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	<u>3</u>
<u>4</u>	<u>5</u>	<u>6</u>	7	<u>8</u>	9	<u>10</u>
11	12	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>
<u>18</u>	<u>19</u>	<u>20</u>	<u>21</u>	22	23	<u>24</u>
<u>25</u>	<u>26</u>	27	<u>28</u>	<u>29</u>		

MARCH 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
<u>3</u>	4	<u>5</u>	<u>6</u>	7	<u>8</u>	9
<u>10</u>	11	12	13	14	<u>15</u>	<u>16</u>
<u>17</u>	18	<u>19</u>	<u>20</u>	21	22	<u>23</u>
<u>24</u> <u>31</u>	<u>25</u>	<u>26</u>	<u>27</u>	28	<u>29</u>	<u>30</u>

APRIL 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	<u>3</u>	4	<u>5</u>	<u>6</u>
7	<u>8</u>	9	10	11	<u>12</u>	<u>13</u>
14	<u>15</u>	<u>16</u>	<u>17</u>	18	<u>19</u>	20
21	22	23	24	<u>25</u>	<u>26</u>	<u>27</u>
<u>28</u>	<u>29</u>	<u>30</u>				

MAY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	<u>3</u>	<u>4</u>
<u>5</u>	<u>6</u>	7	<u>8</u>	9	<u>10</u>	<u>11</u>
12	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	18
<u>19</u>	<u>20</u>	21	22	23	24	<u>25</u>
<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>	<u>30</u>	<u>31</u>	14

JUNE 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	<u>3</u>	<u>4</u>	<u>5</u>	6	7	<u>8</u>
9	10	11	12	<u>13</u>	14	<u>15</u>
<u>16</u>	<u>17</u>	18	<u>19</u>	<u>20</u>	21	22
<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>

JULY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	<u>3</u>	4	<u>5</u>	<u>6</u>
7	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>
14	<u>15</u>	<u>16</u>	<u>17</u>	18	<u>19</u>	<u>20</u>
21	22	23	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>
28	<u>29</u>	<u>30</u>	<u>31</u>			

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SECTION 1:



4 YEAR UNIVERSITY

If you plan to attend a four-year college or university and earn a bachelor's degree (including ROTC programs and military academies), this checklist is for you.

My top three schools (see section 2, page 16 for I'm interested in the following majors: resources to help select schools):

1	1.
2	2.
3.	2

	Action Steps	Recommended Timeline	My Date	Notes
	Obtain college application fee waiver(s)	Aug - Sept		
SS	Complete college app(s), including fee or using fee waiver (usually online)	Aug - Sept		
	Request / mail transcripts (& CLEP test scores if applicable)	Within one week of completing college app		
oce	Register to take or re-take ACT / SAT	Prepare: July – Oct Retake: Nov - Dec		
n Pr	Ensure ACT / SAT scores are reported to schools	Aug - Dec		
College Application Process	Explore ROTC or officer programs	Aug - Dec		
pplic	Obtain FSA ID (student & parent)	Sept - Dec		
ge Al	Complete FAFSA	Dec - Feb		
alleg	Review SAR	Oct - Dec		
3	Complete scholarship apps (personal essay)	Aug - May		
	Review admission letters and financial awards	Oct - Apr		
	Check your college account to see if FAFSA verification needs to be completed	Dec - June		
	Accept admission at school of choice	As early as you know - By May		
nce	Pay or defer enrollment deposit at selected school	After accepting admission - Spring		
epta	Register for orientation	After accepting admission - Spring		
College Acceptance	Apply for housing	After accepting admission - Spring		
	Learn about TRiO / bridge program & apply	After accepting admission - Spring		
	Inform Counselor of decisions & awards	Spring		
	Other:			

COMMUNITY COLLEGE

(transfer, associate degree, or certificate)

Community colleges offer associate degrees or professional certificate programs. Also, if you want to earn a bachelor's degree, you can start at a community college, and then transfer to a four-year university.

iviy top schools of choice are (see Section 2, pa
16 for resources to help select schools):
1

3.

ge The degree I will pursue (circle one):

- Transfer (2 or 3 years at a community college, plus 2 or 1 at a university)
- Associate degree (2 years)
- Certificate (culinary arts or fire science, for example)

	Action Steps	Recommended Timeline	My Date	Notes
	Obtain college application fee waiver(s)	Aug - Sept		
	Complete college app(s), inc. fee or using fee waiver (usually online)	Aug - Sept		
ess	Request / mail transcripts (& CLEP test scores if applicable)	Within one week of completing college app		
College Application Process	Prep for and take / retake placement tests	Prepare: July - Oct Take / Retake: Nov - Dec		
atior	Obtain FSA ID (student & parent)	Sept - Dec		
pplic	Complete FAFSA	Dec - Feb		
ege A	Review SAR	Oct - Dec		
Col	Complete scholarship apps (personal essay)	Aug - May		
	Review admission letters and financial awards	Oct - Apr		
	Check your college account to see if FAFSA verification needs to be completed	Dec - June		
	Accept admission at school of choice	As early as you know - By May		
nce	Talk with a community college academic advisor	Mar - May		
pta	Apply for housing	After accepting admission - Spring		
College Acceptance	Explore program of study (including transfer programs)	Spring		
ge /	Learn about TRiO / bridge program & apply	After accepting admission - Spring		
	Inform Counselor of decisions & awards	Spring		
	Other:			

TECHNICAL/TRADE SCHOOL

If you want to attend a technical institute or trade school and obtain a certificate or license in a skilled trade, this checklist is for you! At tech schools, you can train to become a certified professional in a variety of fields, such as a motorcycle mechanic, a nurse (CNA or LPN), or a computer technician.

My top schools of choice are:	I am interested in pursuing a career in:
1	
2	
3.	

If you know what career you want to pursue, but you're not sure how much education you need, visit bls.gov/ooh to learn more about educational requirements, pay, and the outlook for the profession.

Action Steps	Recommended Timeline	My Date	Notes
Find out if a similar program is offered at a community college and compare costs	Aug - Dec		
Obtain app fee waiver(s)	Aug - Dec		
Complete tech school application(s) (usually online)	Feb		
Send add'l requirements (transcript, test scores, portfolio, etc.)	Aug - Dec		
Obtain FSA ID (student & parent)	Sept – Dec		
Complete FAFSA	Dec - Feb		
Review SAR	Oct - Dec		
Complete scholarship apps (personal essay)	Aug - May		
Review admission letters and financial awards	Oct - Apr		
Check your student account to see if FAFSA verification needs to be completed	Dec - June		
Accept admission at school of choice	As early as you know – By May		
Explore career outlook	Mar - May		
Apply for housing	After accepting admission - Spring		
Inform counselor of decisions & awards	After accepting admission - Spring		

WORKFORCE / APPRENTICESHIP

If you plan to enter the workforce immediately after high school, then this checklist is for you!

My job prospects include:	 If you know what career you want to pursue, but
1.	you're not sure how much education you need, visit bls.gov/ooh to learn more about
2	educational requirements, pay, and the outlook
3	for the profession.

Action Steps	Recommended Timeline	My Date	Notes
Research training required for field of interest	Fall / Winter		
Research community college options / programs	Fall / Winter		
Ask people to serve as references	Spring		
Create / update resume	Winter / Spring		
Research job openings	Spring		
Gather documents needed for completing job applications	Winter / Spring		
Apply for jobs	Spring		
Request letters of recommendation	As required for application		
Inform Counselor of job placement	As soon as you're hired – May at latest		
Other:			
Other:			

MILITARY ENLISTMENT

If you plan to enlist in the military immediately after high school, then this checklist is for you!

Section 5 has more details on entering military service.

I plan to j	join the:			
□Army	□Navy	☐Air Force	□Marines	☐Coast Guard

If you are interested in ROTC, use the university checklist on page 6.

Action Steps	Recommended Timeline	My Date	Notes
Schedule appointment with Military Recruiter	Fall		
Take or re-take ASVAB	Fall		
Discuss Delayed Entry Program with recruiter	Fall		
Complete physical examination with Military Entrance Processing Station (MEPS)	As directed by recruiter (Fall / Winter)		
Review ASVAB scores with school counselor	Spring		
Research potential careers for service	Spring		
Meet with Enlistment Counselor to determine career prospects	As directed by recruiter		
Take the Oath of Enlistment	As directed by recruiter		
Prepare for Boot Camp	Spring		
Other:			

NOTES:	

SECTION 2:



Take Your Education to the Next Level

If you plan to go to a four-year university, community college or technical school, this section will help you soar. You'll find out how to choose a school, submit applications, prepare for and take college-entrance exams. And, if you decide to start at a community college, you'll also find resources to make a smooth transition to a university.

For details on paying for college, see sections 3 and 4.

PERSONAL INFORMATION

Take a few minutes to fill out this form. Then with your high school transcript and ECAP (Educational and Career Action Plan) in hand, you'll have everything you need to complete most college applications. You might need to work with your parent or family members to get all the details.

When it comes time to apply, many universities charge a fee up to \$100. However, universities will often waive fees, so ask your CCR counselor or school counselor how to proceed.

Leave areas blank if they don't apply to you.

Contact Information				
Full Name (first, middle, last)				
Street Address				
PO Box				
City, State, Zip Code				
Home Phone Number				
Mobile Phone Number				
E-mail Address				
Date of Birth				

School Information				
Name of Current High School				
Street Address, City, State, Zip Code				
Telephone Number				
Expected Graduation Date				
Name of Previous High School Attended				
Street Address, City, State, Zip Code				
Telephone Number				
Dates Attended				

Colleges Attended / College Credits Earned (List any college from which you expect to receive credit – including dual enrollment or concurrent enrollment)				
College Name				
Street Address, City, State, Zip Code				
Dates Attended				
Course Name / Number of Credits				
Course Name / Number of Credits				

PERSONAL INFORMATION

GPA and Testing (ACT, SAT, AP, CLEP, & placement tests)							
Weighted GPA:			Unweighted GPA:				
SAT Date (month/year)			Comp Score				
ACT Date (month/year)			Comp Score				
AP Subject	S	core		AP Subject		Score	
AP Subject	S	core		AP Subject		Score	
CLEP Subject	S	core		CLEP Subject		Score	
College Placement Exam Name	D	ate(s)		Subject / Score			

Athletics, Clubs, and Organizations						
List Name of		List your role / position each year				
Club / Sports Team	Freshman	Sophomore	Junior	Senior		

PERSONAL INFORMATION

		Honors 8	& Awards		
Name and Date of Award		Reason for Award / Honor		Sponsor	
		Communi	ty Service		
		Communi	ty Service		Name of contact and
Name of the Organization	Description of volunteer service	Dates of service	Number of hours of service	Take-aways: What you learned, enjoyed, experienced	contact information (email, phone, website, and / or address)
Family Inform	mation and Oth	ner Personal In	formation		
•					
Student's statu	is:				
US Citizen		Asylee			
Permanent	US Resident	□ DACA			
☐ Refugee		Undocument	red		
Ctata of reside	200				
	nce: your parents earn		gree or higher?	res no	
	its affiliated with t			ILJ INU	
F	uta at.				
Emergency Co					
Name / Relatio	nship:				

Address:

THE COMMON APP

The Common Application (more commonly known as the Common App) is an undergraduate college admission application that applicants may use to apply to over 1,000 member colleges and universities in all 50 U.S. states and the District of Columbia.

APPLYING TO COLLEGE IS FREE

As a GEAR UP student, you qualify for college application fee waivers! If applying through CommonApp.com, mark that you are part of a GEAR UP program. For all other applications, ask your CCR team to complete a fee waiver form. Community and technical college applications are always free.

Common App Fee Waiver



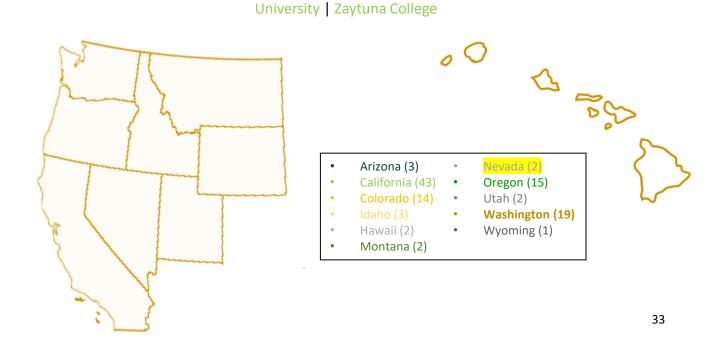
You are eligible for application fee waivers if you meet one or more of the following criteria:

- You are enrolled in or eligible to participate in the federal free or reduced price lunch program.
- You have received or are eligible to receive an SAT or ACT fee waiver.
- Your annual family income falls within the income eligibility guidelines set by the USDA Food and Nutrition Service.
- · Your family receives public assistance.
- You are enrolled in a federal, state, or local program that aids students from low-income families (e.g., GEAR UP, TRIO such as Upward Bound or others).
- You live in a federally subsidized public housing, a foster home or are homeless.
- You are a ward of the state or an orphan.
- You have received or are eligible to receive a Pell Grant.
- You can provide a supporting statement from a school official, college access counselor, financial aid officer, or community leader.

Do you me	et one or more of the <u>Common App fee waiver</u> eligibility criteria? [,]
O Yes	
O No	

West Coast Schools Included on the Common App

AMDA College of the Performing Arts | Arizona State University | Bellevue College | Bushnell University | California College of the Arts | California Institute of Technology | California Lutheran University | Carroll College | Central Washington University | Chaminade University | Chapman University | Claremont McKenna College | Colorado College | Colorado Mesa University | Colorado School of Mines | Colorado State University | Colorado State University - Pueblo | Columbia College Hollywood | Concordia University Irvine | Cornish College of the Arts | Dharma Realm Buddhist University | Dominican University of California | Eastern Oregon University | Eastern Washington University | Fort Lewis College | Fresno Pacific University | George Fox University | Gonzaga University | Harvey Mudd College | Hawaii Pacific University | Lewis and Clark College | Linfield University | Loyola Marymount University | Menlo College | Minerva University | Mount Saint Mary's University Los Angeles | MSU Denver | Naropa University | Northwest Nazarene University | Northwest University | Occidental College | Oregon State University | Oregon Tech | Otis College of Art and Design | Pacific Lutheran University | Pacific Northwest College of Art | Pacific University Oregon | Pepperdine University | Pitzer College | Point Loma Nazarene University | Pomona College | Portland State University | Prescott College | Reed College | Regis University | Saint Martin's University | Saint Mary's College of California | San Francisco Bay University | Santa Clara University | Scripps College | Seattle Pacific University | Seattle University | Simpson University | Soka University of America | Southern California Institute of Architecture | Stanford University | The College of Idaho | The Culinary Institute of America | The Evergreen State College | The Master's University | University of Arizona | University of Utah | University of Colorado - Boulder | University of Colorado -Colorado Springs | University of Colorado - Denver | University of Denver | University of Idaho | University of La Verne | University of Northern Colorado | University of Montana | University of Nevada - Las Vegas | University of Nevada – Reno | University of Oregon | University of Portland | University of Puget Sound | University of Redlands | University of Saint Katherine | University of San Diego | University of San Francisco | University of Southern California | University of the Pacific | University of the West | University of Washington | University of Washington Bothell | University of Washington Tacoma | University of Wyoming | Warner Pacific University | Washington State University | Western Colorado University | Western Washington University | Westminster University (Utah) | Westmont College | Whitman College | Whittier College | Whitworth University | Willamette University | Woodbury



WHAT IS THE BEST FIT FOR ME?

Deciding which college to attend can be a challenge – there are so many factors to consider.

What's important to you in a college experience? Take a look at your long-term goals and how college will help you get there. Visit college websites, take virtual & in person tours, talk to current and former students, and read online reviews. In other words, learn as much as you can about potential college choices.

Below are some things you might consider as you research.

How would you rank order what is most important to you?



 Type of School Two-year or four-year Public or private University / research institution or liberal arts college All-male, all-female, or coed Religious or secular 	 Student Life On and off campus activities Athletics Greek life Student organizations Safety Student body diversity 	 Location Urban or rural Size of nearest city Distance from home Geographic setting and weather
 Affordability Cost of attendance (tuition, fees, transportation, housing) Scholarships Campus employment opportunities 	 Admission Requirements Minimum GPA Average test scores Required high school courses Likelihood of being accepted 	 Housing Residence halls On and off campus housing Meal plan Parking for residents and for commuters
Academics Programs and majors offered Student – faculty ratio Accreditation	Size • Physical enrollment • Average class size • Physical size of campus	Other criteria important to you:

How do the schools you're interested in measure up? Here's a chart to help you compare the colleges you are interested in, and the criteria that are most important to you.

	College:	College:	College:	College:
Criteria				
Type of School				
Student Life				
Location				
Affordability				
Admission Requirements				
Housing				
Academics				
Size				
Other				
Other				
Other				

Admission Deadlines to PUBLIC Baccalaureates for Freshman applicants for the Fall 2024 term

College/University Admissions Contact	Application Deadline	FAFSA Priority	School Code
Central Washington University Ellensburg WA cwu.edu/admissions/first-year-students cwu.edu/admissions/admissions-directory 509.963.1211	Priority Deadline: March 1	March 1	003771
Eastern Washington University Cheney, WA www.ewu.edu/apply www.ewu.edu/contact Phone: 509.359.2397	Priority Deadline: February 1 Final Deadline: September 1	February 1	003775
The Evergreen State College Olympia, WA evergreen.edu/admissions 360.867.6170	December 1	February 1	008155
University of Washington Seattle, WA https://admit.washington.edu/ 206.543.9686	November 15	February 28	003798
University of Washington Bothell Bothell, WA www.uwb.edu/admissions 425.352.5000 uwbinfo@uw.edu	Early Action: Nov 15 Regular Decision: Jan 15	January 15	003798
University of Washington Tacoma Tacoma, WA tacoma.uw.edu/apply 253.692.4742	Early Action: Nov 15 Regular Decision: Jan 15	January 15	003798
Washington State University Pullman, WA admissions.wsu.edu admissions@wsu.edu 888.468.6978	March 31 (priority date)	March 31	003800
Washington State U. Tri-Cities Richland, Washington tricities.wsu.edu/admissions/ tricities.admissions@wsu.edu 509.372.7250	March 31 (priority date)	March 31	003800
Washington State U. Vancouver Vancouver, WA van.admissions@wsu.edu Vancouver.wsu.edu/apply 360.546.9779	March 31 (priority date)	March 31	003800
Western Washington University Bellingham, WA admissions.wwu.edu admissions.wwu.edu/apply (360) 650-3440	Early Action: November 1 Regular: January 31	January 31	003802

All information listed above is provided as a reference and is subject to change. Students must confirm application and admissions requirements. The Washington Council for High School – College Relations and its affiliates are not responsible or liable for any errors, omissions, or changes.

Admission Deadlines to PRIVATE Baccalaureates for Freshman applicants for the Fall 2024 term

College/University Admissions Contact	Application Deadline	FAFSA Priority	School Code
Bastyr University			
Kirkland, WA	November 1		
admissions@bastyr.edu bastyr.edu	February 1	March 15	016059
425.602.3332	Tebruary 1		
City University of Seattle			
Seattle, WA	Rolling Admissions Four start dates		
Tanishia Norman	per year (January, April, July, and		
normantanishia@cityu.edu	October)		
	Dec 1 Foul Action		
Cornish College of the Arts Seattle, WA	Dec 1 Early Action	Fahruaru 15	012215
	Feb 15 Priority Deadline	February 15	012315
cornish.edu 800.726.ARTS	After Feb 15 Rolling		
Gonzaga University		5 · · · 5 · · · 5 · · · · · · · · · · ·	000770
Spokane, WA	December 1	Priority Deadline: December 1	003778
gonzaga.edu 509.313.6572			
Heritage University			
Toppenish, WA	None (Rolling)	Rolling Deadline	003777
heritage.edu/admissions	Trone (troning)	Noming Dedamie	003777
heritage.edu/apply 509.865.8508			
Northwest University			
Kirkland, WA	November 15	Priority Deadline: February 15	003783
northwestu.edu 866.327.0264			
Pacific Lutheran University	4 Priority Dates - Oct. 15, Nov. 15,		
Tacoma, WA	Dec. 15, Jan. 15	Echruary 1	003785
www.plu.edu 253.535.7151		February 1	003763
admission@plu.edu	After Jan. 15 Rolling		
Saint Martin's University	Drievity, deadliness Oct 15, Nov. 1		
Lacey, WA	Priority deadlines: Oct 15, Nov 1,	Priority Deadline: January 1	003794
stmartin.edu 360-688-2113	Dec 1, Feb 1, Mar 1, Apr 1		
Seattle University			
Seattle, WA	Early Action: Nov 15	E 1 4	002700
seattleu.edu/admissions	Regular: Jan 15	February 1	003790
206.220.8040			
Seattle Pacific University	- 1		
Seattle, WA	Early Action: Nov. 1	See website	003788
spu.edu 206.281.2021	Regular: Jan. 15		
University of Puget Sound	5 1 4 11 15 11 11		
Tacoma, WA	Early Action/Decision: Nov 1;	January 15	003797
pugetsound.edu 253.879.3211	Regular: Jan 15	•	
Walla Walla University			
College Place, WA	Rolling, Early Bird Deadline: April 30	Rolling	003799
wallawalla.edu 800.541.8900	3, 1 , 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	Priority deadline: April 30	
Whitman College	Nov 15 for ED I		
Walla Walla, WA	Jan 10 for ED II	See website	003803
whitman.edu 509.527.5176	Jan 15 for Regular	222255.12	
Whitworth University			
Spokane, WA	Nov 15 (Early Action I)	See: whitworth.edu/under	002024
whitworth.edu 509.777.4786	Jan 15 (Early Action II)	graduate-aid	003804
Wintworth.euu 305.///.4/60	March 1 (Regular)		

All information listed above is provided as a reference and is subject to change. Students must confirm application and admissions requirements. The Washington Council for High School – College Relations and its affiliates are not responsible or liable for any errors, omissions, or changes.

KEEP TRACK OF COLLEGE APPS

As you begin the college application process, apply to a variety of colleges, including a safe choice, realistic choice, and a reach. Get the scoop on each type in the next couple of pages:

- Safe choice: Your academic credentials fall above the school's range for the average freshman.
 It's safe to anticipate acceptance.
- Realistic choice: Your academic credentials fall within (or even exceed) the school's range for the average freshman. There are no guarantees, but it's reasonable to expect acceptance.

	Tracking College Applications			
	Application deadline (note priority deadline, if applicable)	Date you applied	Date you sent application payment / waiver	Date your HS sent your official transcript
College #1				
College #2				
College #3				
College #4				
College #5				

 Reach choice: Your academic credentials fall below admission guidelines, but it's important to reach for the stars. Go for it, and apply to that selective dream school.



Date you sent college transcript, if applicable	Date you sent test scores: CLEP, AP, SAT, ACT	College Acceptance Yes or No	Financial award letter received and reviewed Yes or No

WHAT ARE COLLEGE PLACEMENT TESTS?

After you accept admission, you may need to take placement tests in subjects like math and English to ensure you're placed in the appropriate-level courses.

Who Uses Placement Tests? Almost all twoyear colleges and many public four-year colleges require new students to take at least one placement test before registering for classes. Some private four-year colleges also use these tests.

What are Placement Tests Like? Colleges use several common placement tests. The tests usually measure skills in math, reading and writing. Some placement tests are given on computers, and you receive some scores as soon as you finish. Several states and individual colleges have developed their own placement tests.

How Can I Prepare? Placement tests measure the skills you've already learned in high school, so your preparation should include reviewing sample questions to learn what topics to brush up on. To get ready for these tests, you can:

- First, check with an admission officer at your college to find out if you must take a placement test
- If so, find out what subjects the test will cover
- Check the college website for information about the test and ways to prepare

What Do the Results Mean? Your test results may mean that you can skip some introductory courses, or they can show that you need more preparation before taking on college-level work.

If you need more preparation, a college may require you to take a remedial course.

What are Remedial Courses? Remedial classes help improve your skills in a subject to prepare you for the rigor of college in classes like math and English. Don't get discouraged. These classes will show your strengths and weaknesses, so you'll know where to focus. They also increase your likelihood of academic success.

What Happens After I Take the Test? Once your test results are available, you may be assigned automatically to the course level that fits you best, or you may meet with your academic advisor to choose your courses

Adapted from: collegeboard.org



YOU'RE ACCEPTED...NOW WHAT?

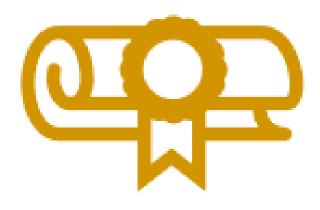
Once you've received your acceptance letters and decided on a school, there are still a few actions you'll want to keep track of some key information.

Use the checklist on the following pages to help you keep everything organized and on time.

Be sure to check your college email account regularly.

If you have questions about processes or next steps, check in with your college representatives, financial aid counselor, or admissions counselor.

The college I am attending next year is:				
My admissions counselor's name:				
Email:	_ Phone:			
My financial aid counselor's name:				
Email:	_ Phone:			
My college username:		Email:		
My college ID#:				



Post-Acceptance Checklist

After you accept admission into the college of your choice, there will be more important tasks you'll need to complete in the months before the first day of college. Your college will communicate through your new student account and email, so check it regularly, so you don't miss any deadlines. This checklist includes steps that are common for new college students:

☐ Pay or Defer your enrollment deposit?
The enrollment deposit confirms your acceptance and begins the process of signing up for an orientation. If you're eligible for a Pell Grant — and other circumstances — you can request a deferment which means you would pay the deposit later. Contact your college to ask about deferment.

□ Review financial aid offers and accept / decline awards. Check if you were selected for FAFSA verification.

Check for important financial aid status on your student account and email. You may need to submit additional paperwork for scholarships or your Pell Grant. This step is crucial to ensure you receive funding for school, and deadlines are strict.

■ Apply for housing

If you will live on-campus, review your housing options and apply / select the residence hall where you would like to live. This may require you to pay a housing deposit.

☐ Take placement tests

As previously discussed, many colleges may require you to take placement tests before registering for courses. Remember to brush up on your English and math basics to best prepare for these tests.

☐ Participate in an orientation

Review the orientation dates and options and select the earliest possible date that works with your schedule.

Send your final high school transcript (after graduation)

☐ Register for courses

Class registration varies from college to college. At some colleges, students meet with advisors during orientation to register for classes. Other colleges may require online registration. Either way, check your student email and account to get the details and don't hesitate to make an appointment with an advisor if you have questions.

☐ Submit your immunization records

If you're required to submit immunization records, you can either scan and upload them on your university website or ask your high school to include immunization records on your high school transcript.

□ Check the mail and email for invitations to summer bridge programs at your college
Summer bridge programs can give you a jump-start on adjusting to college. They can help get you up to speed on academic subjects before college, and you get the opportunity to meet other students. Ask about these programs and sign up!

You may complete more steps than the ones listed. Just remember – ask questions if you have any doubts and check your email regularly, so you don't miss any important reminders or deadlines.



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SECTION 3:



Identify Funding for College

If you're concerned about how you're going to pay for your college or university experience, consider this:

- College might not cost as much as you think. In fact, most families overestimate the price tag.
- Help is available. Financial aid can make paying for school realistic and affordable.
- Your education is a long-term investment. On average, college graduates earn twice as much as those with high school diplomas.

In this section, you will find information about types of financial aid, how to apply for aid, and how to interpret the financial aid offers you receive.

Section 4 of this guide includes information on helping you pay for college through scholarships and jobs.

COLLEGE IS AFFORDABLE

It's no secret that college can be expensive. Don't let the cost of a college education put your goals out of reach. There are many resources available to help you achieve your dreams. Over 80% of all college students receive financial aid to help them pay for college. Going to college is one of the best financial investments you can make. Students who earn a college degree earn hundreds of thousands of dollars more over a lifetime. Attending college in Washington State is one of the best bargains in the nation!

Total Cost of Attendance

In addition to tuition and fees, there are other expenses to consider when considering how much college may cost. Each school has its own Cost of Attendance (COA). COA includes:

- Tuition and Fees (the price you pay to attend classes and earn credit towards a degree).
 Additional fees pay towards student facilities like libraries and athletic centers, services like parking passes and student identification, and other administrative costs)
- Books and Supplies
- Room and Board (food and living costs)
- Transportation Expenses (public transit pass, gas, parking, and travel)
- Personal Expenses (clothing, laundry, and hygiene)

Consider these expenses when evaluating your financial aid options and deciding which college you want to attend.

Sticker Price vs. Net Price

Sticker Price	Net Price
the full-published cost of attendance. The published price of attending a college is not usually what students pay. This sticker price is the cost of attendance BEFORE your grants, scholarships, and other financial aid sources are considered. For many students, there is financial aid available to offset these costs	the cost of attendance minus any grants and scholarships you receive. This difference is vital, as most students do not pay a college's sticker price

Do not let a college's sticker price keep you from applying to a college. A college with high tuition may offer you a generous financial aid package and be more affordable than colleges with a lower sticker price.

WHAT IS FINANCIAL AID?

Financial aid is money to help you pay for college. It comes in the form of grants, scholarships, loans, work-study programs, or a combination. The aid comes form the federal and state governments, colleges and universities, banks, and private organizations.

Applying for financial aid is a separate process from apply for admission to a college. You must do both. For all government aid, and much private and institutional aid, you apply using the Free Application for Federal Student Aid, or FAFSA.

Four Primary Sources of Financial Aid

1. Pell Grants	Money provided by the federal government to college students who demonstrate financial need. Pell Grants do not need to be paid back. For 2021-2022, the maximum grant which is available to students in the most need is \$6,495*. To earn a Pell Grant, you must be a U.S. Citizen or eligible noncitizen, and will need to complete the FAFSA.
2. Work-Study	This federally sponsored program provides students with part-time employment (often on-campus) during college. Eligibility is based on financial need; students must complete FAFSA for consideration.
3. Scholarships	Scholarships also don't need to be repaid, and are awarded for all types of activities, community involvement, hobbies, athletic abilities, and many other things. Students with exceptional academic grades can earn merit-based scholarships. Most scholarships require an application, and dollar amounts vary. Section 4 goes into detail about scholarship opportunities.
4. Loans *This amount may change every year	Various loans exist with many different repayment terms. All loans must be repaid with interest – similar to a car loan. Check out Student Loans and Parent Plus Loans in the Glossary for details

QUALIFYING FOR AID

Need-based financial aid programs are designed based on the assumption that students and parents are responsible for paying a share of educational costs. The amount you and your family are expected to pay will vary based upon factors including:

Federal and state need-based financial aid is only offered if your SAI cannot cover the cost of attending a particular school. Although your Student Aid Index will stay the same, your financial aid eligibility may increase when you apply to higher-priced colleges.

- Income.
- Assets.
- The number of children in the family.
- The number of children attending college.

Determining your eligibility for financial aid establishes what you and your family can reasonably be expected to pay. This amount, called your Student Aid Index (SAI), is used to identify your financial need.

CALCULATING YOUR FINANCIAL NEED

Cost of Attendance (COA)

- Student Aid Index (SAI)

= Financial Need

Applying for financial aid is separate from applying for admission to a college. You have to do both. To receive financial aid, you must apply for it using the Free Application for Federal Student Aid (FAFSA). If you are ineligible for federal aid due to immigration status, you should file the Washington Application for State Financial Aid (WASFA). Colleges use the results of the FAFSA or WASFA to create a financial aid package specific to you. If your SAI does not cover the cost of attending a particular school, you will be offered federal and state need-based financial aid. Although your SAI will stay the same, your financial aid eligibility may increase when you apply to higher-priced colleges.

Very few students get all their college financial aid from one source. When searching for financial aid, consider various options and apply to as many programs as possible. These include:

Aid from Federal Government	Aid from State Government	Aid from Colleges	Aid from Your Community
The federal government generally awards financial aid to students from low-income families. The federal government offers the Pell grant, other grants and loans to help students pay for their education and subsidizes workstudy jobs at various colleges and universities.	The state of Washington awards financial aid to students from low and moderate-income families. Washington College Grants are awarded to qualifying Washington residents attending Washington postsecondary institutions as undergraduate students.	Many colleges and universities have their own scholarship, loan, and work programs. Some awards are based on financial need, while others are based on your academic achievement, religious affiliation, race or ethnicity, community activities, artistic talents, athletic ability, the field of study, or unique hobbies, experiences, and interests.	Non-profit organizations, foundations, and businesses often provide scholarships as a community service. Check out the scholarship finder on theWashBoard.org

APPLYING FOR FINANCIAL AID

You must apply to qualify for financial aid. All federal financial aid programs, most programs offered by the State of Washington, and many college programs require you to complete and submit the FAFSA.

Important FAFSA Facts

- If you are a U.S. citizen, permanent resident, or a FAFSA-eligible non-citizen, you should complete the FAFSA for federal and state aid consideration.
- Make sure you visit the official FAFSA web page. It is FREE to file the FAFSA! Do not apply through websites that require you to pay a fee. You can complete, submit, and track your application.
- There is an online chat function to answer any questions students or parents might have.
- You should file the FAFSA every year you attend school.

When To Apply

The FAFSA becomes available in **December** of your senior year. It is best to complete the FAFSA as close to the FAFSA becoming available because financial aid dollars are often limited and awarded on a first-come, first-served basis. Check with each of the colleges and universities you listed on your FAFSA to determine their requirements and deadlines for financial aid.

After submitting the FAFSA...

- Check your FAFSA status and make corrections if necessary. Visit fafsa.gov or call 1 (800) 433-3243 to check the status of your FAFSA.
- Be on the lookout for your SAR Report. You will receive a Student Aid Report (SAR) within a few
 days of submitting your completed FAFSA. The SAR is the result of your FAFSA. Read it
 immediately and follow any directions.
- The schools that you listed on the FAFSA will also receive these results. Those schools use your FAFSA information to determine how much federal student aid you may receive. These colleges might also use your FAFSA to see if you are eligible for additional institution-specific financial aid programs.
- Once you've received your SAR, check out your "Student Aid Index" or "SAI." The SAI is a calculation based on the information that you reported on your FAFSA. Your colleges use the SAI to determine the amounts of federal grants, work-study, and loans for which you may be eligible.
- Respond to any requests for verification. Colleges are required to verify that the information submitted on the FAFSA is correct for students who the U.S. Department of Education randomly selects. If you are selected for verification, respond promptly so that your financial aid awards are not delayed!
- Carefully review your financial aid award letters and make a final decision. Each college you
 selected on your FAFSA will send you a financial aid award letter that details the financial aid you
 are eligible to receive. Make sure you review each award letter carefully. If you have any
 questions regarding your award letter, call the financial aid office at the college.
- Once you decide where to attend college, you must determine what aid to accept and which to
 decline. Your college will outline the process for doing this in your award letter. Be sure to accept
 the aid you plan to use by your college's deadline. If you are taking out loans, be sure to borrow
 only what you need; otherwise, you might be paying off loans for longer than expected

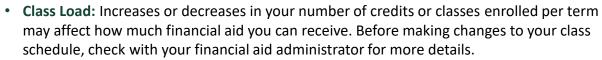
FACTORS THAT AFFECT AID

Various factors may increase or decrease your eligibility for financial aid.

Dependent or Independent Status: All students are considered either dependent (on their parents) or independent (self-supporting). Dependent students must submit financial information about their parents on the FAFSA. This information is required even if the parents do not intend to help pay for the student's education. You are automatically considered an independent student if you are 24 or older. If you are under 24, you will be regarded as an independent student if you are any one of the following:



- A student with legal dependents including children other than a spouse.
- An orphan or ward of the court or in foster care at any time age 13 or older.
- In legal guardianship or emancipated minor status as of the date of application (or 18th birthday if a Washington resident).
- Determined to be an unaccompanied homeless youth. To learn more, visit: https://studentaid.gov/apply-for-aid/fafsa/filling-out/dependency



- School Transfer: Financial aid does not automatically transfer with the student to a new institution. Students must contact the financial aid administrator at the new school to determine what actions should be taken to receive aid. Students must have an electronic version of the FAFSA results sent to the new institution by logging into https://studentaid.gov/h/apply-for-aid/fafsa and adding the school code of the new school as a FAFSA correction. Students with a Direct or PLUS Loan will need to reapply. If you transfer to a more expensive school, you may be eligible to receive more aid. See your financial aid administrator for details. It is crucial to consider the types of aid at each institution and the potential loan debt of higher-cost schools.
- Loan Repayment: There are different repayment plans, for example, Pay as You Earn and loan consolidation. Find the right repayment plan for you, learn how to make payments, get help if you can't afford your payments, and see what circumstances might result in a loan being forgiven, canceled, or discharged. More information is available from the federal government at https://studentaid.gov/.
- Tax credits: The IRS provides two tax credits to help offset the costs of college or career school by reducing the amount of your income tax: the American Opportunity Credit and the Lifetime Learning Credit. Visit irs.gov and view Publication 970 for information.
- Changes in Financial Status: Students and families sometimes experience changes in their
 financial status due to particular circumstances, such as the loss of a job, serious illness,
 disability, significant medical expenses, separation or divorce, or a death in the family. If your
 family income changes, your financial aid eligibility also may change. In unique instances, the
 aid administrator may adjust the information used to calculate your expected family
 contribution, which may result in increased financial aid eligibility based on your revised
 level of financial need.







UNDERSTANDING YOUR AWARD LETTER

A student loan is funding you are given to pay for school that you must pay back plus interest. Interest is a monthly percentage fee of the total money you borrow that you are charged monthly for.

How do I spot loans on my award letter?

They usually are labeled as "Federal Direct Subsidized" or "Federal Direct Unsubsidized". These are two types of federal student loans. You may also see "Parent PLUS" on your award letter, which is a loan that your parent can borrow to help pay for your education.

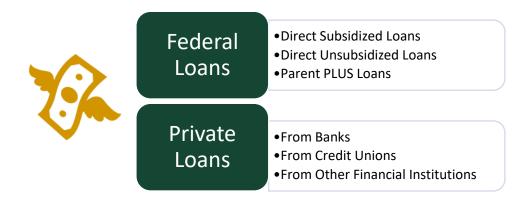
What is the difference between the types of loans?

Federal Loans

- Direct Subsidized Loans do not start to charge you interest until you graduate, withdraw, or drop below half-time enrollment
- Direct Unsubsidized Loans start to charge you interest as soon as you receive the loan money
- Parent PLUS Loans are granted to your parent. This means your parent is the borrower and they
 will be responsible for repaying the loan. The parent cannot transfer it to the student later.
 These loans have a higher interest rate. There is no limit to the amount that can be borrowed,
 which means you should use wisely, and only if necessary.

Private Loans

• Banks, credit unions, and other financial institutions offer private student loans too. Private loans typically have a higher interest rate, so they can be a bit more expensive over time. They also do not have as many benefits and flexibilities for repayment as federal loans. **These loans should be your last option to pay for school.**



Should I borrow student loans?

If your total real costs are greater than the total gift aid you've received, then student loans can be a great option to help pay for school. It's wise to borrow what you need, but only take out loans that are absolutely necessary to avoid unnecessary risk and debt.

Understanding Your Award Letter Worksheet

This worksheet will help you understand and compare financial aid award letters. Use one worksheet for each college you received an award letter from. This is not meant to be an official statement on your award letter, financial aid offer, or true costs, but a tool to help you compare your options. For official calculations, please contact the financial aid office at each college.

Costs from your award letter:

Direct Costs:	These are usually items that the college will bill you for. Tuition, fees, housing room and board/meals. Depending on what housing and meal plan you choose, these costs may change - talk to your college!	\$
	+	
Indirect Costs:	These are usually listed as estimates and not billed from the college. These are things like personal expenses, books, and transportation.	\$
=		
Total Cost of Attendance:	Find this on your award letter and it should equal the direct costs plus indirect costs!	\$

What will you have to pay for?

Direct Costs:	These are billed from the college. Tuition, fees, housing room and board/meals.	\$
	+	
Other Expenses:	What do you think you will need from the estimated indirect costs?	\$
=		
Total Real Costs:	This is what you will want to make sure you have money to cover (financial aid, work, savings, etc.)	\$

Understanding Your Award Letter Worksheet

Paying for college:

Federal Grants:	This is a form of gift aid from the federal government. The Pell Grant and the Federal Supplemental Educational Opportunity Grants (FSEOG) are two examples:	\$	
	+		
State Grants:	This is a form of gift aid from Washington State. The Washington College Grant and the College Bound Scholarship are two examples. **Note: If you have College Bound, state grant funds combined will equal tuition (at public college rates), some fees and a small amount for books.	\$	
Scholarships:	This is money awarded to you based on academic or other achievements. These can be from colleges, organizations, etc. Visit thewashboard.org if you are looking for more!	\$	
	=		
Total gift aid:	This is the best aid to accept first! This is money that generally does not have to be repaid unless, for example, you withdraw from school and owe a refund.	\$	

Does your total gift aid cover your total real costs?

Yes, and I have this much gift aid left over after paying for total real costs . You may want to still consider accepting any work study funds (if offered) if you are interested in working while in college. *Note: You cannot receive any type of financial aid from any source over the cost of attendance noted on your award	
letter.	\$
No, and I have this much of my total real costs left to cover.	\$

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SECTION 4:



Scholarships and Jobs

Scholarships offer a great way to pay for college, and you don't need to repay them. This section covers the different kinds of scholarships, how they work, and how to apply.

Since many scholarships are competitive, we'll offer advice on finding ones right for you and how to craft and submit your application, so you can maximize chances for landing the award.

In addition, a part-time job can help pay expenses. By filling out the FAFSA, you may qualify for a work-study job on campus, which could relate to your field of study. If you need more options, you can always find work off campus. We offer lots of tools and tips to help you apply for jobs in this section.

SCHOLARSHIPS: FREE MONEY AWAITS

What is a scholarship?

Simply put, a scholarship is money to help pay for your education. Unlike loans, scholarships aren't repaid, and they are awarded for many things:

- Academic performance (also referred to as merit)
- Financial need
- Athletic performance
- Special talents and affiliations
- And more

Most scholarships require students to submit an application. The application may require an essay, a portfolio, a letter of recommendation or nomination by a teacher or School Counselor, or additional documents / creations. Please note that some scholarships require you to obtain a certain GPA throughout college, or else you could lose the funding, or worse, have to pay back the funds.

Where to start

Most scholarship opportunities can be found online using scholarship search engines based on a personal profile you complete on the site.

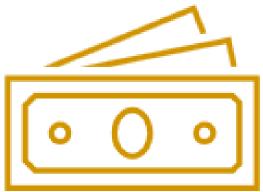
Thousands of scholarships exist — from local to national — given by both individuals and large companies. National scholarships get a lot of attention because they often offer large awards, but they're also very competitive. So don't forget about local and state scholarships! All awards add up, so apply for all the scholarships you can!

Avoid Scholarship Scams

While you'll find plenty of scholarship opportunities, be aware of scammers. Here are some red flags to watch for:

- Winning a scholarship that you didn't apply for
- Companies that request personal identification information, such as Social Security number or bank account information
- Scholarships that require a fee to apply

If you're unsure about a certain company or opportunity, check with your School Counselor.



SCHOLARSHIP SEARCH ENGINES

- Schoolinks.com
- TheWashboard.org
- Gearup.wa.gov
- Getschooled.com
- Bigfuture.collegeboard.com
- Collegegreenlight.com
- Unigo.com

- Careeronestop.org
- Bold.org
- Scholarships360.org
- Fastweb.com
- Scholarships.com



CRAFT A PERSONAL STATEMENT

Highlight the personal & memorable

- **Do** choose a topic you're passionate about. This will help show what makes you unique.
- Don't focus on the great aspects of a particular college, the amount of dedication it takes to be a doctor, or the number of extracurricular activities you took part in during high school.
- Do share your personal story and thoughts.
 Take a creative approach and highlight areas not covered in other parts of the application, like your high school records.
- Don't cover too many topics. This will make the essay sound like a resume that doesn't provide any insight into your personality.
- Do focus on one aspect of yourself so the readers can learn more about who you are. Remember, readers must identify your main idea and follow it from beginning to end. Ask a parent or teacher to read your introduction and tell you what your essay is about.

Show, don't tell

- Do paint a picture with words. For instance, if you write about how one basketball game changed your life, include details about the bumpy leather ball, the smell of the locker room, or the reflection of the gym floor.
- Don't simply state a fact to get an idea across, such as "I like to surround myself with people with a variety of backgrounds and interests."

 Do include specific details, examples, and reasons to develop your ideas. For example, if you write about surrounding yourself with diversity, what does that look like? Who do you speak to, and how do they respond? What's the takeaway?

Use your own voice

- Don't use jargon like, "There is so much suffering in the world that I feel like I have to help people." Avoid overly formal or business-like language, and don't use unnecessary words.
- Do write in your own voice. The above example, you could write about a real experience that made you feel you had to take action. Remember, there may be 1,000's of applicants, but there is only one you! Talk about what is important to you and not what you think the admissions committee wants to hear.
- Don't plagiarize. Admissions officers will be able to tell.

Edit and proofread

- Do take time to edit and revise your essay.
- Don't rely on your computer spell check.
 Pro tip: read your essay aloud. It will help you find errors.
- Do ask a teacher or parent to proofread your essay to catch mistakes. You should also ask the person who proofreads your essay if the writing sounds like you.

Adapted from: bigfuture.collegeboard.org

WRITE A STANDOUT ESSAY

Scholarship applications often require applicants to write a short (1-2 page) essay in response to specific prompts. Examples include:

- If you had the authority to change your school in a positive way, what specific changes would you make?
- Describe how you have demonstrated leadership ability both in and out of school.
- Pick an experience from your own life and explain how it has influenced your development.

The following tips can help you craft a standout essay. Don't forget your English teacher is a great resource.

Introduction (first paragraph)

Tip: Provide an overview of what you are going to talk about in the essay; be sure it is responsive to the essay prompt. If the essay is about you, give a brief description of your experiences, aspirations, family background, etc. Touch on why you want the scholarship.

Body (paragraph 2 - 3)

Tip: Go into more detail on one of the topics listed in paragraph 1. For example, elaborate on your previous experiences, family and financial situation, volunteer work, employment, academic career, future goals, college plans, etc.

Conclusion (last paragraph)

Tip: Close your essay with a wrap-up of why you're the best candidate for the scholarship; how your goals match those of the organization. Avoid stating, "In conclusion..." and don't regurgitate what you wrote in earlier paragraphs.

Keep in mind all scholarships differ, so you will craft your essay specific to the requirements and expectations of the organization offering the award. Closely consider the question / prompt on the application and research the organization, so you can tailor your essay. Most important? Be yourself. Essays offer a glimpse of who you are and how you view the world.

Adapted from: bigfuture.collegeboard.org

REFERENCES & RECOMMENDATIONS

Many applications – from scholarships to jobs – require recommendations from people who know you. You choose who to ask, so think about those teachers, counselors, coaches, supervisors, or other adults who know you well, and ask them to write a reference letter for you. Depending on the application, recommendations may differ – from a phone call to a letter – so find out the details.

 Consider someone who can discuss your personal character, strengths, and challenges; someone who knows you and has experience interacting with you. If you need more than one person to serve as a reference for the same application, select individuals familiar with different aspects of your life (e.g. one teacher, your supervisor at work, and your soccer coach).

Who you might ask to serve as your reference:

- Always ask the individual ahead of time if they're able to recommend you. You do not want to miss an application deadline because the person was too busy to complete the recommendation process (such as answering surveys or writing a letter of recommendation). Give them at least two weeks' notice (three to four is even better).
- Provide the individual with a list of your honors, awards, athletic involvement, community service, and academic record as well as any other pertinent information. Giving the individual a copy of your resume is an efficient way to provide that information. If a specific form or format is required for a letter of recommendation, include that information in your request (see the next page for a sample request form).

Follow these tips for making the recommendation process as smooth as possible for both you and your letter writers.

- Provide the individual(s) with necessary instructions, forms, addresses, and / or stamped, addressed envelopes.
- Follow up with the individual to ensure they don't need any additional information from you.
- Always write a thank-you note to anyone who recommends you.
 Recommendations take time, and people put a lot of thought and effort into them.
 You do not want to take them for granted.

Make copies of the Request Form on the following page so you can keep them handy for each time you need someone to fill out a recommendation for you.

RECOMMENDATION REQUEST FORM

Name: Student ID #: Phone: Email:									
one:	Emai	l:							
hool: Expected Grad Date:									
ademic Information:	GPA:	Test Scores:							
, Honors, or Specialize	d Classes taken:								
tivities Information: (A	Academic clubs, Sports, E	xtracurriculars, Commun	ity-based Clubs)						
Organization	Brief description	Dates participated	Leadership Roles						
0.9									
Work Experience:									
Organization Brief description Dates participated Leadership Roles									
O I garrie a training	Direct description	Dates participated	Leadersing Noice						
Awards:									
My goals:									
Wy godis									

EMPLOYMENT

Whether you plan to enter the workforce after high school or need extra work while in college, the following pages will help you apply for jobs.

Mot jobs will require either a resume or application, and perhaps both. The next few pages will help keep you organized. You'll also find tips to create a resume and cover letter – and samples.

On the last page of this section, you will find a table for tracking your job applications – a helpful tool to ensure nothing falls through the cracks.

Tips on getting a job:

1. Get your paperwork in order

Most jobs will require a copy of a stateissued ID, Social Security card, and / or work permit so take these on interviews and your first day of work.

2. Consider your schedule and availability.

As you transition to life after high school, your schedule, living situation, and access to transportation may change. Consider all these things before you apply for jobs, so they work with your current situation.

3. Search for jobs

Ask family, friends, professors, and others if they know of any job openings. Search for jobs online. If you're eligible for work-study jobs, find out where these jobs are posted. Your financial aid office may have pointers. Search for help wanted signs in your neighborhood on campus. Apply for more than one job.

4. Prepare for the interview

Research the organization before you go in for the interview.

- Practice interview questions.
- Prepare questions to ask during the interview.
- · Dress professionally.
- Show up early to your interview.

Five questions you might want to ask in an interview:

- 1. Based on what you know about me so far, is there any reason you wouldn't hire me? (This shows confidence. And, if they do have any reservations about you, this gives you an opportunity to address them.)
- 2. If I were offered this position, how would you measure my success, and what could I do to exceed your expectations? (This shows you're not afraid of being held accountable and that you want to exceed expectations.)

- **3. Can you tell me about the team I'll be** working with? (This question will help you decide if you'll be happy working there.)
- **4. What do you like about working here?** (This question allows the interviewer to connect with you on a more personal level, sharing their feelings. The answer will also give you insight into how satisfied people are with their jobs.)
- 5. What is the next step in the process? (This is the essential next question. It shows you're interested in moving forward and provides a time frame of when you'll hear back. Make sure to check back with the employer within the time frame.)

CREATE A RESUME

Content and format are equally important. If your work history is strong, but the format is difficult to read or contains typos, employers may not consider you. The example on the following page is clear, easy to read, and error-free.

Resume basics

- **1. Heading:** Include your name, address, email address, and phone number. Make it stand out and make an impression by using large, bold font. Make sure your email is professional (not starwarsfan@hotmail.com or crzychik@aol.com for example.)
- **2. Education:** List all degrees completed or in progress. As a high school student, include your GPA if it is 3.0 or above. List courses that reflect your work ethic and high aspirations, such as AP or dual enrollment courses, and relevant coursework for the job you're applying to. After college graduation, don't include high school information.
- **3. Experience:** Include your job title, the employer, the location (city and state, at minimum), and the dates of employment for each job listed. Include a brief description of your achievements / responsibilities. Ideally, paid work and unpaid work (community service) are listed separately.
- **4. Honors / Awards / Scholarships:** (Optional) Include the name of the organization that bestowed the honor / award and the date. Only include scholarships based on merit, not financial need.
- **5. Special Skills / Highlights:** (Optional) List any unique, relevant, or necessary skills not reflected in education or experience (e.g., foreign language fluency, computer program expertise, etc.)
- **6. References:** Ask permission first to list people as a reference and provide them with a copy of your resume.

SAMPLE RESUME

JOE S. HIGHLANDER

joehighlander@sps81.org | (509) 354-6700 | 4327 N. Ash Street, Spokane, WA 99205

EDUCATION

June 2023

High School Diploma with a 3.37 GPA, Shadle Park High School 4327 N. Ash St.

Spokane, WA 99205

SPECIAL COURSES

Spanish 1-3 | DECA | AP Chemistry | AP Computer Science

WORK EXPERIENCE

Sept 2022-

Pharmacy Sales Associate, Walgreens

Present

Duties include cashiering, customer service in English and Spanish, answering phones and assisting or transferring calls as needed, general cleanup and other duties as assigned.

May-August 2022 Order-Taker/Cashier, McDonald's

Duties included accurately taking customer orders, entering them into electronic order system, handling customer payments, including providing

correct change and handling credit card transactions.

EXTRACURRICULAR ACTIVITIES & AWARDS

2019-Current DECA, State participant

2021-Current National Honor Society

August 2022 "I Care" Customer Service Award – McDonald's

COMMUNITY SERVICE

Sunday School Teacher – pre-school class, 2018-2022 Service Saturday – Shadle Park High School, April 2022

REFERENCES

Mr. Clark Kent, History Teacher, Shadle Park High School, (509) 354-1690, clarkkent@spokaneschools. org Ms. Sandra Jones, Manager, McDonald's, (509) 683-7838, sandrajones@mcd.com

CREATE A COVER LETTER

If you have the opportunity to add a cover letter to an employment application, do it! It gives the employer a better sense of your communication skills, as well as a sense of your personality and enthusiasm for the job. Some employers require a cover letter. This section provides tips for writing an excellent cover letter.

Cover letter basics

- 1. Greeting: Address your cover letter to the proper person
- **2. Opening:** Write a personable, inviting opening paragraph that highlights how your skills are perfect for the job.
- **3. Hook:** Highlight your achievements as they relate to the job you're applying for.
- **4. Skills:** Highlight additional relevant skills, such as computer languages and certifications.
- **5. Close:** Briefly recap your strengths as a candidate and include your contact information.

If a cover letter is required to apply for a job and you don't include one, your resume or application, no matter how good, will not be reviewed.

SAMPLE COVER LETTER

Joe S. Highlander

4327 N. Ash Street, Spokane, WA 99205 | (509) 354-6700 | joehighlander@sps81.org

Ms. Rhonda West Customer Service Manager Highlander Supplies Inc. 2782 N. Division St. Spokane, WA 99208

Dear Ms. Rhonda West:

I was excited to see your opening for a customer service representative, and I hope to be invited for an interview.

I recently graduated from high school, where I was a member and state participant of DECA where I gained business background and knowledge. I was also a member of the National Honor Society where I participated in quarterly volunteering opportunities. At McDonald's, I was awarded the "I Care" Customer Service Award after just three months in the position. At Walgreens, because of my fluency in Spanish, I am regularly called upon to assist Spanish-speaking customers, and based on the posting for this position, I believe you will find my skills in this area very useful in your company.

Although I have not been out of high school long, in the part-time positions I have held, as my supervisors will attest, I have already demonstrated the ability to resolve a variety of issues (such as billing disputes and dissatisfied or angry customers) and consistently met all goals set by my employers. I have also demonstrated a strong sense of responsibility and maturity as evidenced by my successful completion of rigorous AP courses, leadership roles in extracurricular activities and my high GPA (3.37).

I also bring to the table strong computer proficiencies in Microsoft Word, Excel, Powerpoint, and Access. My comfort with computers and database operations will, I am confident, allow me to quickly learn any proprietary software your company may use. Please see the accompanying resume for details of my experience and education.

I am confident that I can offer you the customer service, communication, and problem-solving skills you are seeking. I will follow up with you in a few days to answer any preliminary questions you may have. In the meantime, you may reach me at (509) 354-2903 to schedule an interview. Thank you for your time – I look forward to learning more about this opportunity!

Sincerely, Joe S. Highlander

TRACKING COMMUNITY SERVICE

Tracking Community Service	e of Description of Dates of service cation volunteer service cation website, & / or address)				
	Name of organization				

TRACKING SCHOLARSHIP APPS

		Tracking Scholarship Applications	hip Applicati	ons			
	Name of Scholarship	Components (items needed to apply e.g., essay, recommendations, transcripts, applications, showinator, etc.)	Value (amount)	Deadline	Notes	Date submitted	Date received and amount of award
#1							
#2							
#3							
#4							
45							
9#							
L#							
8#							
6#							
#10							

TRACKING JOB APPS

	Offer				
	Interview date, time				
	Response				
ications	Date applied Contact name, number, email				
Tracking Job Applications	Date applied				
Tracking	Link to job posting / application				
	Salary / rate				
	Role title / job description				
	Employer name				

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SECTION 5:



Join the Armed Forces

If you're interested in joining the U.S. military after high school, this section provides helpful resources. Time in the military can teach you a valuable trade; prepare you for a life-long career serving our country; or simply give you time to decide what you want to do next. It can provide valuable experience with good benefits and structure.

If you're not sure which branch to join, consider speaking with a recruiter in your area.

Before you become part of the military, you'll need to take the ASVAB test. In the coming pages, we've provided resources and websites to help you prepare.

ENLISTING VS ROTC

Military Recruiters

A military recruiter can help answer questions about service, providing a positive but realistic assessment of opportunities. A recruiter looks for qualified candidates for their respective branch and provides information regarding military benefits. Your high school counselor can give you dates of when recruiters will visit your school.

ROTC Programs – an alternative to enlistment

ROTC stands for Reserve Officer Training Corps. It's a college program offered at over 1,700 colleges and universities across the United States that prepares young adults to become officers in the U.S. Military. In exchange for a paid college education and a guaranteed post-college career, cadets commit to serve in the Military after graduation. Each service branch has its own ROTC guidelines, and each university differs regarding availability. More information about ROTC is available on these websites:

- www.todaysmilitary.com/educationtraining/rotc-programs
- www.bestcolleges.com/resources/rotcprograms/

ASVAB

The Armed Services Vocational Aptitude Battery (ASVAB) is a multiple-choice test that determines enlistment qualification. Just like any other test, you should prepare for the ASVAB. Learn more about the ASVAB and how to prepare by visiting the sites below.

For general information:

https://www.officialasvab.com/

For online ASVAB test prep:

- https://www.march2success.com/
- https://asvabtutor.com
- https://asvabpracticetests.com

If you are interested in enlisting in the military, the best, most upto-date information can be found on the internet. Several helpful websites are described in this section, along with the URL for each.

Delayed entry program

If you plan to join the military right after high school, you will likely enlist through the Delayed Entry Program (DEP) or the Future Soldiers Program in the Army. Simply put, you sign up before you're shipped out. DEP, visit the site below.

https://girightshotline.org

Military Career Opportunities

Military jobs vary greatly, yet each job is essential to the overall mission of defending our country. Explore all career opportunities, learn about compensation, and find out how to transition to the civilian sector:

 https://www.todaysmilitary.com/careersbenefits

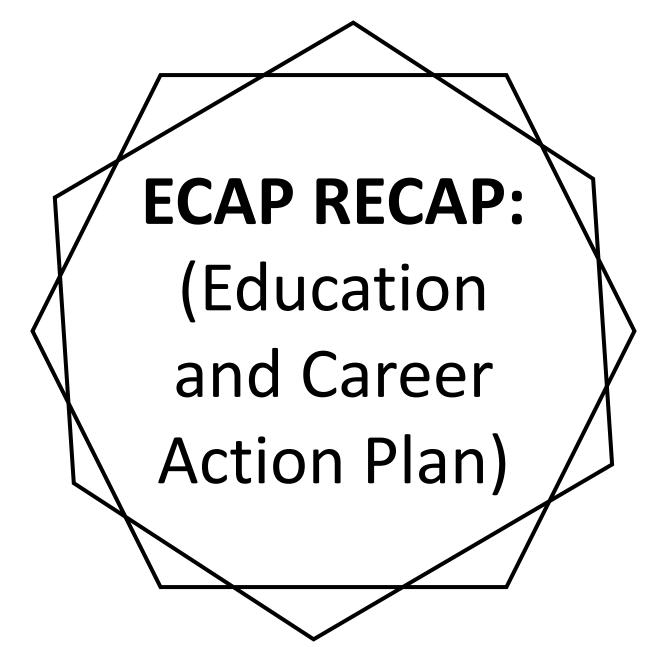
Boot Camp Preparation

Physical and mental endurance play an important role in basic training, so if you prepare now, you'll gain confidence. If you neglect preparation, get ready for an uphill battle. Training for each branch differs, so learn more about differences and learn preparation tips below:

- https://www.military.com/militaryfitness/army-basic-training/gettingprepared-for-bootcamp
- https://breakingmuscle.com/fitness/howto-prepare-your-mind-and-body-forbasic-training

NOTES:

SECTION 6:



UNCERTAIN ABOUT PLANS AFTER HS?

That's okay! It's a lot to think about, and doubts are common — even for students with solid postsecondary plans. Creating a plan won't lock you into one career path forever, but it will provide you with guidance as you move into your future. Think of it as a roadmap of sorts. You may experience a side trip or two, but with a destination in mind, you're more likely to get there.

Begin with your ECAP [Education and Career Action Plan]

Then, use your ECAP as you review the following pages to help map out plans after high school

You probably know this already, but here are some options:

- University
- Community College / Transfer
- · Technical Program
- Military
- Workforce / Apprenticeship

One last thing before we start. Don't worry about having everything figured out. You may know you want to go to community college but have no idea what you want to study. You can decide that later with the help of Sections 2-6 in this Guide. It'll all come together.

So, let's get started!

How do you decide which option holds the most promise for you after high school?

Approach decision making in stages:

- 1) **Dream:** envision your ideal life;
- **2) Explore:** imagine careers that 'fit' the unique you;
- **9) Plan:** discover the 'pathway' to your desired careers, and
- 4) Assess: take stock of where you are to refine and decide on the best route forward.



STAGE 1: DREAM

First, we encourage you to dream. How do you envision your life? Consider:

- What kind of lifestyle do you want?
- How do you want to spend your time?
- How might you use you interests and talents in an ideal job?
- What could you do to make the world a better place?
- How do the desires and needs of your family factor into your future happiness?

Give yourself the freedom to dream big about your future!

Considerations Would you prefer to engage with people in your everyday work life, or do you prefer to work alone as much as possible, Is a high salary important? Think about how expensive your hobbies and pastimes are; how many family members you expect to support, and other considerations. What kind of work-life balance do you want? Would you prefer to work in a climate-controlled environment or outdoors? Do you prefer being physically active, or would you like a desk job? Do you like to travel, even if it means being away from loved ones at times? How important is it that your work is meaningful? Is it important to "make a difference" in the world / your community?

Consider family influences: A) Is it important to you to take over a family business / farm, follow in your mom's footsteps, or pursue a career that your parents want for you? B) Do you want to forge your own path regardless of family opinions? C) Or are you and your family's desires the

STAGE 1: DREAM

"What lies behind us, and what lies before us are small matters compared to what lies within us"

- Ralph Waldo Emerson

Your Answer	Implications for Career Choice

STAGE 2: EXPLORE

In Stage 2, take time to explore who you are and which career path interests you.

First, consider:

- What activities do you like and dislike?
- · What are your skills and strengths?
- What are your passions and interests?
- What do you value?

Then think about the world around you. Consider:

- What problems exist in our world that you would like to help solve?
- How could you use your talents to help solve these problems?
- What approaches would you take to solve these problems?
- What effect does your family, culture, and background have on you, and how will it influence your pursuits?

The exploration phase is exciting because you get to think about all your strengths and skills, and what you want to learn in the future. Think of your current interests as a starting point, and remember, you will gain many more interests and skills in your life.

As you think about your career options, think about your interests, passions, and the work environment you prefer. If you lead with this, it will increase your long-term satisfaction. Don't worry too much about an actual job because we know many future jobs don't even exist today.

Check out how Pablo and Ann used their interests, skills, and passion on the right to find possible career paths.

Pablo

Likes – drama club, reading, soccer, band, following politics, social media, spending time with his family.

Strengths – energetic, extended vocabulary, English class.

Causes he cares about – accessibility of arts (drama/band) in schools, politics / voters' rights, privacy rights on social media platforms

Cultural / personal considerations – wants to give back to his family and choose a respected career in his community

Possible careers – journalist, speechwriter, teacher (drama or English), policymaker (emphasis on social media or voters' rights), lawyer, politician, analyst

Ann

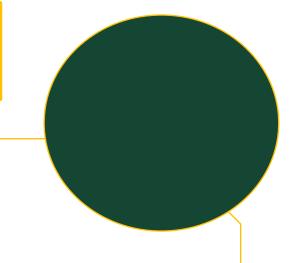
Likes – animals, recycling, nature, spending time with friends Strengths – public speaking, talking, making friends, math class

Causes she cares about – environment / global warming, mistreatment of animals, foods (that come from animals)

Cultural / personal considerations – it's important for her to be independent and have a career that allows her to travel

Possible careers – veterinarian, animal rights activist, environmental scientist, vet tech, animal scientist, nutritional scientist, dietician, entrepreneur (vegan restaurant / animal care facility), researcher, renewable energy (installer or engineer)

FILL OUT YOUR PROFILE



Likes:

Strengths:

Causes you care about:

Cultural / personal considerations:

Possible careers:

Just ten years ago these jobs did not exist: digital marketing specialist, social media manager, blogger, app developer, and many more. That's why it's important to think about broad career choices over choosing one specific job. Your future job may not even exist today, so dream big and imagine all the possibilities.

STAGE 3: PLAN

Stage 3 requires you to make a plan to get the training, experience or credential needed for the career path of your choice. To assist you, the next few pages provide information on:

- Types of careers, credentials, and paths, and;
- 2. Earning potential by degree

Credentials / Educational Pathways Search online for the credentials / education needed for each of the career areas you are interested in, then mark an "x" in the table below to indicate the path that most interests you in getting there.

Career Examples*	Credential Needed	Where to obtain ("Path")	My Path
Teacher, Architect, Marketing, Manager, Engineer, Registered Nurse, Journalist, Computer Programmer, Software Developer	Bachelor's Degree - a credential earned by a college student after a specified course of study, which usually takes four-years	Four-Year University or College	
Web Developers, Mechanical/Industrial Engineering Tech, Occupational Therapy Assistant, Paralegal, Air Traffic Controller	Associate Degree - a credential granted by a community or junior college to a student after completing a specified course of study, which takes about two years, full-time.	Community College	
Dental Assistant, Motorcycle Mechanic, Electrician, HVAC Tech, Masseuse, Welder, Cosmetologist	Certificate - This credential is awarded to individuals who complete a defined set of requirements and coursework.	Community College or Technical Institute	
Carpenter, Plumber, Machine Operator, Construction Worker, Dog Trainer	Apprenticeship / Work Experience - This requires on-the-job training from a trade master to learn essential skills and qualifications, which can take 1 - 5 years	Through an employer, either on the job, or through a designated apprenticeship program	
Lawyer, Doctor, Veterinarian, Dentist, Orthodontist, Pharmacist	Professional Degree - a credentail awarded to students by specialized postsecondary institutions after completing a rigorous course of study and fulfilling other requirements.	Professional School (e.g., Law School, Medical School, Dental School) after completing a bachelor's degree	

^{*}Note that some individuals performing these jobs may have different credentials. These examples are generalizations

A NOTE ON FOUR PATHWAYS

Graduate Degrees: Some careers require advanced degrees such as a master's or doctorate (for example a lawyer or dentist). Companies may pay higher salaries to those with an advanced degree regardless of whether it's necessary for the job. It's important to remember you must complete a bachelor's degree before you work toward a master's degree or doctorate.

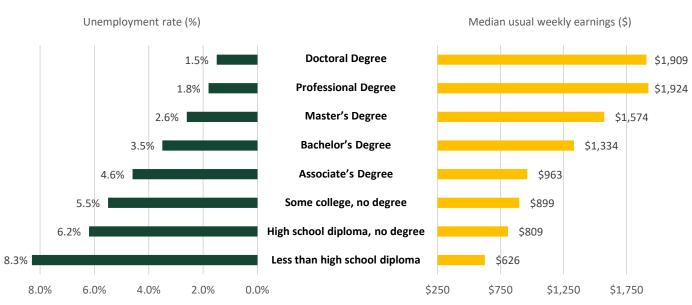
Transfer Programs (2+2, 3+1): You may ultimately want to earn a bachelor's degree, but for personal reasons, need to begin at a community college. That's fine, too. In this case, you'll complete 1 to 3 years at the community college and then transfer to a university.

Military: If you plan to serve in the military, explore all the different paths: military academy, officer training, ROTC, and enlistment. Each program varies greatly, so research is key. If you decide to enlist right after high school, ask a military recruiter about educational benefits.

Licenses: Some careers require licenses to practice (examples include cosmetologists, electricians, therapists, nurses, and teachers). You'll complete the education, pass an exam, and pay a fee. Typically, you'll renew the license following on-going professional development.

Education Pays

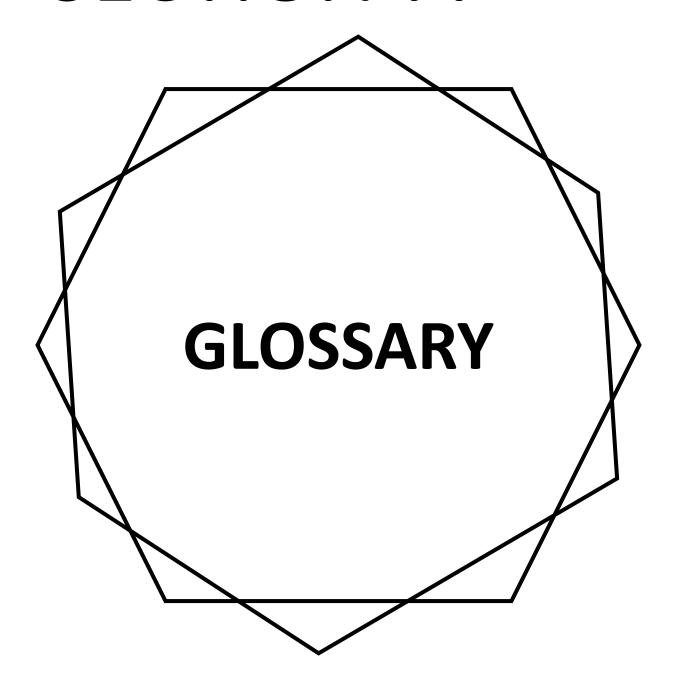
Unemployment rates and earnings by educational attainment, 2021



Note: Data are for persons age 25 and over. Earnings are for full-time wage and salary workers. Source: Current Population Survey, U.S. Department of Labor, U.S. Bureau of Labor Statistics

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SECTION 7:



Glossary

There are a lot of acronyms and college terminology that can be confusing. Here are a few that you might be wondering about. If there's one you don't see listed here, check with your School Counselor for assistance.

2+2 / 3+1 Programs: A postsecondary pathway in which students begin at a community college where they complete general educational requirements over 2 to 3 years and then transfer to a university (for the remaining 1 or 2 years) to complete a bachelor's degree.

ACT/SAT: Standardized college entrance exams. Many colleges and universities require ACT or SAT scores as part of the application process

Advanced Placement (AP): College-level courses offered at a high school in which a student has the opportunity to earn college credit, advanced college placement, or both.

Admission: Notification from the college to which you applied that you are accepted. Students must respond, by the given deadline, to inform the college if they will accept the offer. Students accepted to multiple schools will want to compare their financial aid packages to help them decide which school to attend.

Advisor: A college staff member or professor who helps a student plan and complete a course of study at a college or university.

Application: A form that must be filled out to be considered for entry into university, community college, or technical school. Scholarships and job openings may also require applications.

Apprenticeship: Registered apprenticeships provide the opportunity to "earn while you learn." Partnerships between trade organizations, employers, state government, and community colleges provide a program that combines classroom training (which ma include college credit course) and paid, supervised onthe-job training, lasting 2-5 years. After successful completion of an apprenticeship program, students are eligible for certificates of completion and / or licenses for specific occupations and trades.

Associate degree: A degree granted after successful completion of a course of study requiring approximately 60 credits, typically by a community or junior college. Full-time community college students taking 15 credits per semester can generally finish an associate degree in two years (also known as AA or AS degree).

ASVAB: A test to determine qualification for enlistment in the U.S. Armed Forces. It stands for Armed Services Vocational Aptitude Battery.

Award Letter: Notice from a school of the amount and type of financial aid that the school can provide a student.

Bachelor's Degree: A degree earned for a course of study that normally requires 120 to 130 credits, involving specific classes related to the student's major. Full-time students ideally complete a bachelor's degree in four-years, although changing majors, transferring institutions, taking fewer than 15 credit hours per semester, and / or taking courses that don't count toward one's declared major, can lengthen the time commitment (also known as BA or BS, short for Bachelor of Arts and Bachelor of Science).

Certificate: An official document that attests to a particular accomplishment. In the postsecondary world, these certifications may require a series of courses, internships, and tests before a student can work in that field. Examples include welding, medical technology, auto mechanics, massage therapy, and court stenography.

CLEP: The College Level Examination Program (CLEP) is a group of standardized tests created and administered by the College Board. These tests assess college-level knowledge in 36 subject areas and provide a mechanism for earning college credits without taking college courses.

Community College: A public postsecondary institution that offers courses to residents in the surrounding area. Students may attend community colleges to obtain associate degrees or technical certificates, or may take courses there towards a bachelor's degree, before transferring to a four-year university (2+2 or 3+1 pathway). Students can also take courses to enhance their skills in an are or just for fun.

Cost of Attendance (COA): The total cost of going to college, including tuition, fees, room and board, books, transportation, and personal expenses.

Course of Study: Group of courses students are required to take in order to earn a college degree; a major.

Credit or credit hour: Points awarded for successful completion of high school or college courses. College credit hours usually equal the number of hours a class meets per week.

Deferment: A period in which payment is not required. In the postsecondary realm, students can obtain deferment on paying their enrollment deposit as well as on paying interest and / or principal on student loans. Deferments do not last forever. Eventually, these payments must be made.

Deferred Action for Childhood Arrivals (DACA)

Program: A kind of administrative relief from deportation. The policy allows young children (under the age of 16) who came to the U.S. without documentation, and have been educated by U.S. school systems, the opportunity to remain in the U.S. by following specific guidelines.

Degree: Academic credential given by colleges or universities to students who have completed a course of study.

Doctoral Degree: The most advanced academic degree, awarded after three to five years of additional study following completion of a master's degree.

Dual Enrollment: A student in high school is also taking courses from an institution of higher learning, such as a community college or university. The college classes the student takes typically count toward their high school diploma as well as college credit.

Early Action: When a student applies for admission to a college by an early deadline (before the regular admission deadline) and receives notice of acceptance, denial, or deferment with no obligation to the university to enroll.

Early Decision: When a student applies for admission to a college by an early deadline (before the regular admission deadline), with the understanding that if accepted, the student must enroll in that school. Students should apply for early decision only to their first-choice school.

Education Career Action Plan (ECAP): A document that reflects a student's plan of course work, career aspirations, and extended learning opportunities, which is used to develop and achieve the student's individual academic and career goals.

FAFSA: The Free Application for Federal Student Aid is an online form submitted annually by current and prospective college students (undergraduate and graduate) in the United States to determine eligibility for student financial aid. Students who are eligible to file FAFSA should complete it every year.

Federal Student Aid (FSA) ID: A username and password used by current and prospective students and their parents to log in to U.S. Department of Education websites including the FAFSA website. The ID is used to sign documents electronically (it has the same legal status as a written signature).

Fee waiver: Permission to not pay a fee, based on meeting some requirement or condition. In the postsecondary realm, waivers of college application fees and ACT and SAT fees are often available for students based on financial need.

Financial Aid Package: Financial Aid Packages are also referred to as Award Letter, Award Notice, or Financial Aid Offer. There are different types of aid including loans, work-study, scholarships, and grants. Loans must be repaid with interest, so it's important to consider that when you look at your total award package. Depending on the package, sometimes it can be cheaper for a student to attend an expensive school because more aid is offered to offset the cost. This is why it is important to apply to the schools you want to attend, even if you don't think you can afford it.

Four-year University: A postsecondary institution / school that offers undergraduate (bachelor's) degrees. Many four-year universities also offer graduate (master's) degrees.

Full-time student: A student who enrolls in at least a minimum number (determined by your college or university) of credit hours or courses.

Grade Point Average (GPA): The average of all the course grades a student receives in high school, or in college, on a four-point scale

Grant: A sum of money given by a government or grant organization for a particular purpose. It does not have to be paid back.

Honors Course: A class that covers the same subject matter as a regular course, but enriched with greater depth and at a faster pace.

Inernational Baccalaurate (IB): A curriculum of international education and rigorous assessment designed to help students develop the intellectual, personal, emotional, and social skills to live, learn, and work in a rapidly globalizing world.

Internship: A job in a student's field of study which may be required in some academic programs and may provide salary and / or college credit.

Ivy League: A group of long-established colleges and universities in the eastern U.S. having high academic and social prestige. It includes Harvard, Yale, Princeton, Columbia, Dartmouth, Cornell, Brown, and the University of Pennsylvania.

Letters of recommendation: Letters of endorsement (often from high school teachers / staff) written on a student's behalf during the college and / or job application process.

Major: A concentration of study focused on a discipline, which requires completion of specific courses.

Master's Degree: An academic degree conferred by a college or university upon those who complete a prescribed study beyond the bachelor's degree.

Minor: A college or university student's declared secondary academic discipline during their undergraduate studies.

Orientation: A meeting / event many colleges offer (hours or days-long) where incoming students and parents / guardians receive information about registering for classes, meet their advisor, and learn about school resources and policies.

Parent Plus Loan: The Parent PLUS Loan is a federal student loan available to the parents of dependent undergraduate students. The Parent PLUS Loan offers a fixed 5.3% interest rate for 2020-2021 school year and flexible loan limits. To be eligible, a parent can't have adverse credit history.

Pell Grant: Money from the U.S. government to support a student's education that does not have to be paid back. Pell Grants are awarded to U.S. citizens and legal residents based on financial need and timeliness of completing the FAFSA.

Placement Test: Colleges and universities may require students to take tests to determine the appropriate level college math and / or English class.

Postsecondary Education: The broadest term to describe any education beyond high school, including community college, university, technical school, etc.

Prerequisite: A course or courses that must be successfully completed before a student can enroll in the next level course or more advanced courses.

Residence Hall: A building primarily providing living / sleeping quarters for large numbers of students. Also known as a dorm or dormitory and often referred to as "on-campus housing."

Resident: A student who lives in and meets the residency requirements for the state where a public university is located. Tuition at public universities often is more expensive for non-residents.

Resume: A brief account of a person's education, qualifications, and previous experience, typically sent with a job application.

ROTC: Program to train college students to become officers in the U.S. Armed Forces. Stands for Reserve Officers' Training Corps.

Room & Board: The cost of a room in a dormitory and a dining hall meal plan at a college or university.

Scholarship: Money to support a student's education that does not have to be paid back. Scholarships are awarded based on academic, athletic, artistic, or other types of achievements, affiliations, or competitions.

Student Aid Index (SAI): The portion of a family's financial resources that should be available to pay for college, based on a federal formula using the information on the FAFSA (Free Application for Federal Student Aid). *Formally known as "Estimated Family Contribution" or EFC

Student Aid Report (SAR): The SAR summarizes the information included on the Free Application for Federal Student Aid (FAFSA). The SAR provides the Expected Family Contribution (EFC), which is used to determine whether a student is eligible for a federal Pell Grant and other federal aid.

Student Loan: Money a student borrows to help pay for college, which must be paid back. **Subsidized** loans are offered to students who qualify through the FAFSA. The federal government pays the interest while the student is enrolled in college at least part-time. There are also **unsubsidized** loans where interest begins accruing as soon as the loan is disbursed.

Summer Bridge Programs: Programs offered by many universities and some community colleges, which occur in the summer between high school graduation and fall transition to college, which offer students accelerated, focused learning opportunities that can help better prepare them to succeed in college.

Technical School: A general term used for a college that provides mostly employment-preparation skills for trained labor, such as welding and culinary arts. These programs generally take no more than two years to complete.

Transcript: An official academic record from a specific school. It lists when you attended, the courses you have completed, grades, and sometimes test scores. Universities, colleges and technical schools usually require high school transcripts be submitted as part of the application process.

Tuition: The amount of money charged for instruction / classes at postsecondary institutions (see also-cost of attendance).

Undeclared / Undecided: Term to describe a student who is unable or not ready to select a major at a college or university. Colleges typically ask students to pick their major by the end of their sophomore year.

Work-Study: A federal program that provides the opportunity for college students to work part-time jobs (often on the campus of the school they attend) to earn money to pay educational expenses. Students receive compensation in the form of a paycheck, much like a traditional job. Students must submit the FAFSA to be considered for work-study positions.

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