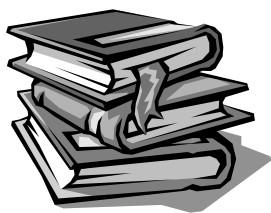


You're almost done!  
But don't quit yet...

Colleges use your Junior year GPA and your senior year trimester 1 grades to determine your acceptance into their institution. It is essential to do your best during your junior year and in the beginning of senior year to give you the most options upon graduation.

Guidance is here to help you develop successful academic plans and to help plan for college. This pamphlet helps guide you through the college process and serves as a reminder that hard work now pays off in the end.



### Important Terms to Know

**Common Application:** A website designed to allow students to apply to multiple colleges at once. However, not all colleges use the Common App, so some research is necessary. Pay attention to supplemental forms each school will require as well. [www.commonapp.org](http://www.commonapp.org)

**FAFSA:** Free Application for Federal Student Aid. An online application using parent/guardian income information to award grants (money that doesn't have to be paid back), loans (money that students will have to pay back), and work study (opportunities to work on campus) to students. Remember, it should be FREE to fill out this form— do not use any service that make you pay. [www.fafsa.ed.gov](http://www.fafsa.ed.gov) FAFSA opens October 1.

**SAT:** Scholastic Aptitude Test, an entrance exam for college. Subjects include Critical Reading, Math, & Writing and students are scored on a scale of 200-800 points on each section. Colleges super score, meaning they take you highest individual score from each section. In this example, the bolded scores will be assessed for admission, as these are the highest scores the student received between the two test dates. Fee waivers available in guidance

	April Scores	June Scores
Crit. Read.	430	<b>500</b>
Math	<b>400</b>	350

**ACT:** [www.act.org](http://www.act.org). Another entrance exam. Subjects include English, Math, Reading & Science. All four individual section scores create one composite score between 4 & 36. Colleges only look at the Composite score for each test date, unlike the SAT the sections do not get analyzed individually. Fee waivers are available in guidance.

**College Essay:** Schools require a college essay (personal statement) to get to know the the student beyond the transcript. If it is optional it should still be submitted. The Common Application has specific essay prompts, you choose one. If the college gives a specific or additional writing prompt, always follow directions. Bive time for the essay to be reviewed for errors! If you don't, this will reflect negatively on your application.

## GUIDANCE DEPARTMENT

## Rising Seniors Planning Guide

### Guidance Counselors

**Ms. Belinda Legere**  
475.220.7727

**Ms. Heidi Pitkin**  
475.220.7729

<http://metropolitanbusinessacademy.org>  
Go to academics bar and choose guidance  
from pull down screen

# College Process Tasks & Timelines

## Important Tasks

**List of Colleges:** A list of 10-15 colleges should be established at the end of Junior year.

Students should spend the summer exploring these colleges (online or in person) and finalize a list of 5-8 colleges they will apply to by the end of September. Utilizing a chart is the best way to stay organized and compare schools. A template for one can be found on the MBA website.

**Scholarship Searches:** Should be constantly conducted in free time right up until graduation. See the website for ways to search.

***Most colleges require the following in addition to a transcript. Preparing these materials ahead of time will make the fall of your senior year less stressful.***

**SAT (or ACT):** Should be taken 2-3 times. In April of Junior Year, and May or June of Junior Year, & Sept or Oct of Senior year. It is also offered in November if another test is desired. Registration usually ends a month before the test date: don't delay to avoid late fees. [www.collegeboard.com/www.act.org](http://www.collegeboard.com/www.act.org)

**College Essay (Personal Statement):** Should be started at end of Junior year and finalized by end of September of senior year. Work with an English Teacher and/or guidance counselor!

**Letters of Recommendation:** You should have one or two from teachers and one from guidance on file. Ask your teachers towards the end of your junior year so that you have it ready and available. Teachers are extremely busy at the start of the school year.

**Resumé/Activity Sheet:** Build this over the summer between Junior & Senior Year. List EVERY activity, community service, job, leadership role, sports, & honor or award.

## Junior Year Timeline

### Fall

- Create an account if you do not already have one on **collegeboard.org**. This website allows you to practice through Khan Academy & sign up for the SAT as well as research & send your SAT scores to colleges.
- **New Haven Residents**, Complete the New Haven Promise Application. [newhavenpromise.org](http://newhavenpromise.org), click on the Promise Scholarship and fill out the application.
- Complete Community Service requirements now before you get too busy.

### Winter/Spring

- If you have not already done so, create a collegeboard account on collegeboard.org and link your account to Khan Academy to review your PSAT scores and practice. You can also do Interest Inventories & College Searches on this site.
- Take the SAT at Metropolitan in April.
- Attend the College Fair Consortium at MBA.
- Attend Rising Seniors: Get Ready! Parent night.
- Make a college planning appointment with your guidance counselor. Parents/guardians welcome.
- Work on college essay (personal statement) in English class.
- Request one or two letters of recommendations from teachers to keep on file in guidance.
- Sign up & take May or June SAT.
- Become familiar with the Common Application Essay Prompts on-line

### Summer

- Visit 2 or 3 colleges to get an idea of what kind of environment you would like.
- Create a list of 10 colleges to apply to. Create a chart listing important information such as requirements and deadlines. Chart available on MBA website.
- Complete your community service requirements
- Register for September SAT.

## Senior Year Timeline

### September

- Become familiar with Naviance. [www.connection.naviance.org/metroba](http://www.connection.naviance.org/metroba).
- Finalize your Essay & Resume/Activity Sheet.
- Request letter of recommendation from Guidance & Teachers. Guidance forms available on MBA website and in guidance.
- Narrow your list to 5-8 colleges you are applying to.
- Register for October SAT if you are taking it.
- Attend Senior Planning Night.
- Make an appointment with your Guidance Counselor.

### October

- Start filling out college applications.
- Take SAT and/or register for November SAT.
- Do well in class-your Trimester 1. These grades will be on your transcript!
- Attend Financial Aid Night to learn about FAFSA
- Submit your FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

### November

- Finish all college applications.
- Tell guidance when you have applied so we can submit your supplemental materials through naviance.
- Take SAT again if necessary.
- Complete FAFSA if you have not already done so.

### December

- Finish any last minute applications.
- Relax! (but don't get senioritis).

### January—March

- FAFSA (financial aid form) should be submitted by now.
- Maintain contact with schools to confirm all materials have been received.
- Read EVERYTHING colleges send you so you don't miss out on opportunities. Ask questions if you are confused.
- You'll start hearing back from schools during this period about acceptances & financial aid.
- Apply for as many scholarships as possible. This is the time frame most scholarships accept applications.

### April—June

- Attend accepted student visits or visit schools you were accepted to.
- Choose which college you wish to attend.
- Submit your deposit to them before May 1st and fill out any necessary paperwork including housing & financial aid.