**College Planning Handbook**

Delta High School

605 Taylor Street

Delta, Ohio 43515

CEEB Code: 361935



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**Delta High School Counseling Website:** <http://pdys.org/highschoolguidance>

The planning information available on the website will help prepare students for their future educational decisions. The website provides links to information on colleges, careers, testing, college visits, College Credit Plus, scholarships, scheduling and graduation.

**Delta High School Information**

*How does the DHS Counseling Office Communicate with you?*

1. Announcements
	1. Over the morning announcements
	2. CANVAS pages
2. Friday Email
	1. Junior and Senior students are sent an email every Friday about upcoming events and counseling department news
	2. Check your PDY email
3. Local Scholarship Lists
	1. Emailed to seniors when available
	2. Classroom visit to share scholarship information
	3. Posted on CANVAS and counseling website
4. Special Meetings and Opportunities
	1. Individual conferences available for each senior in October
	2. Senior year college presentation in English classes
	3. College Representatives visiting – sign up in the Counseling Office
	4. Military Recruiters visit during lunch
		1. ASVAB test given to all juniors in the Fall
	5. Financial Aid Night/FAFSA Completion – held in the Fall
	6. Defiance County College Fair – held in the Fall

*Important Reminders*

* Assign Ms. Hollister as your counselor on your online applications (especially the Common App)
* If you apply to some colleges/universities such as: The Ohio State University, University of Cincinnati, University of Toledo and Miami University, you must have your test (ACT/SAT) scores sent directly to them. They will not accept the test scores on your high school transcript.
* Be sure to put the high school code (361935) on your testing request for ACT/SAT.
* You must complete the college visit forms and return to the main office at least two days before your visit. Submit proof of college visit to main office after the visit. College visit forms can be found in the Counseling Office.
* Students must fill out a transcript request form or visit Ms. Hollister in the Counseling Office.
* It is the student’s responsibility to obtain college transcripts for any College Credit Plus course and have them sent to the college they plan to attend.

*Importance of Deadlines*

There are very specific deadlines for college applications, scholarships, college visit request forms and filling out the FAFSA. The Counseling Department recommends completing college applications by Halloween. Thanksgiving at the latest! You are responsible for your application deadlines.

**College Planning Checklist**

|  |  |
| --- | --- |
| **Senior Year To-Do’s** | **When** |
| Register online for the ACT or SAT if you did not take it as a junior or if you are not satisfied with your score | August/September |
| Sign up to meet with college admissions representatives when they visit DHS | August-November |
| Request your ACT/SAT scores be sent to the colleges you are considering | August/September |
| Ask appropriate community leaders, counselor and/or teachers to write a recommendation letter for you. Ask early in the year or at least two weeks before application deadlines. | August/September |
| Review your transcript with your counselor; make sure you are on-target to graduate | August/September |
| Stay involved with school activities and community service (need 9 community service hours for end of year privileges) | All year |
| Research apprenticeship programs, technical/trade schools and military options, if interested | August/September |
| Note college application periods and pay particular attention to **deadlines**. More competitive colleges often have November deadlines for admissions. | August/September |
| Organize files, photocopy applications and begin to fill out rough drafts | Fall |
| Athletes playing Division I or II sports: register online at the NCAA Eligibility Center. Athletes must be cleared to play sports at Division I or II colleges. Send your transcript to the NCAA. See the counselor if you have questions. | Fall |
| Attend the Financial Aid Night at Delta High School | Fall |
| Attend the Defiance County College Fair | Fall |
| Contact colleges you hope to attend and arrange an on-campus visit | September/October |
| Decide on the number of colleges to which you will apply (3-5). Research the cost to apply. | September/October |
| Have your parents gather financial records and attend the FAFSA Completion Night | Fall |
| Email college financial aid offices requesting information and applications for scholarships and financial aid. Remember: your best source of funding is university-based scholarships and aid. | September/October |
| Create your FSA ID. You need one and your parents need a separate FSA ID to complete the FAFSA | September/October |
| Complete your online college applications by Halloween (Thanksgiving at the latest) | October/November |
| Send your transcript to the colleges or upload to Common App website | October/November |
| Obtain the Free Application for Federal Student Aid (FAFSA) from the Internet (www.fafsa.ed.gov). Work with your parents to complete it. | Beginning October 1 |
| Watch for the Student Aid Report (SAR) to arrive, giving the amount of student aid for which you are eligible. This report is generated from your FAFSA. Make sure your colleges receive it. Keep the original. Call 1-800-4FED-AID if you have questions. | After filing the FAFSA |
| Organize your planner for college application, scholarship and audition deadlines. | All year |
| Apply for private, local, state, national and university-based scholarships | All year |
| Male students who are US residents or citizens (upon turning 18) must register with the Selective Service ([www.sss.gov)](http://www.sss.gov)) required for financial aid purposes. | Upon turning 18 |
| Complete and mail university/college-based scholarship and financial aid forms. Most are due in February. | January |
| Review the acceptances and financial aid offers you have received. | April |
| Send thank you notes to anyone who wrote you a letter of recommendation or awarded you a scholarship | Upon receiving  |
| Register and pay for new student orientation and create campus email | May |
| Regularly check your college email – colleges will send important emails to your college email account only. | Spring/Summer |
| **Final transcript requests:** Please fill out the Google form found on the counseling website to request your transcripts for colleges, employers, military personnel, etc. | By June 1 |
| If you took College Credit Plus courses or any other college courses throughout high school, request a sealed official transcript from the college and sent it to your new college’s admission office. The DHS Counseling Office cannot do this for you! | May |
| Enroll in Summer Freshmen Orientation and attend all advising days, open houses, orientation programs and registration offered by your college | May/June |
| If you are taking out any student loans, complete the MANDATORY Entrance Loan Counseling Session and sign your Master Promissory Note. Login to https://studentloans.gov using your FSA Id to complete this process. If your parents took out any loans for you, they will need to do this too. | After July 1 |

**College Application Process**

It is very important to organize yourself for the college selection process. The counseling department encourages you to follow the following procedure:

1. Get a plastic file box to keep copies of all your applications and any literature from the colleges where you apply. It is best to have a separate folder for each college.
2. Once you visit a college, make a list of the “pros” and “cons”, as well as, questions about college. Store this in the college folder in the file box.
3. Student completes the application online. Colleges that have a rolling admission policy take anywhere from two to four weeks to get back to you. Some colleges will not respond until a certain date.
4. Request your transcript from the counselor.
5. Remember to have your application in at least one week before they are due to the college. Over 600 colleges use the Common Application for college applications. Please check with your schools of choice.
6. Pay specific attention to the application deadlines. Allow enough time for the counselor to send your transcripts. Make sure to request transcripts at least two weeks before it is due to the college.
7. Select references wisely. Use those who personally know you, your academic record, your strengths and your accomplishments.

**Early Decision vs. Early Action**

Early decision plans are binding – a student who is accepted as an early decision applicant must attend the college. Early action plans are non-binding- students receive an early response to their application.

**The Online Application**

MOST colleges state that the online application is the preferred method of applying since it allows for a seamless entry of student data into their computer systems and reduces errors. Following is a list of suggestions to assist students with the online application process.

1. Remember to print a copy of the online application for your records.
2. Read ALL directions carefully before beginning the process.
3. Most applications allow for the creation of an account so the application can be filed in stages; others require that it be completed and submitted in one session. Allow sufficient time for either process.
4. You must request your transcript through the counselor.
5. Remember that the required application fees must either be paid by credit card online at the time of submissions or that a check be sent directly to the college through the postal mail. Without this, the application is incomplete.
6. Check to see how you will be notified that the college receives the online application. Print a copy of that verification. If verification is not received in a timely manner, you will need to follow up with the college.

**Top Ten College Application Mistakes**

Senior year is hectic, but do not let the frenzy affect the quality of your college applications. Take your time, pay attention to detail and plan ahead so you can meet the deadlines. Following are some of the top responses from counselors and admissions staff that shared the most common mistakes on college applications.

1. MISSPELLINGS- This is the biggest pet peeve of admissions personnel. If you misspell words on something as important as an application, it show that you either do not care or are not good at spelling. Some students even misspell their intended major.
2. GRAMMATICAL ERRORS- It isn’t good enough just to spell check. Proofread for grammatical errors!
3. WAITING UNTIL THE LAST MINUTE- Applying the day the application is due may indicate to the admissions office that students are lazy or that their college was not their first choice.
4. COUNTY VS. COUNTRY- Read carefully. If the form asks what COUNTY you live in, the United States should NOT be the answer.
5. LISTING EXTRACURRICULAR ACTIVITIES THAT ARE NOT- Those that make the list include sports, the arts, formal organizations and volunteer work. Talking on the phone and hanging out with friends should NOT be part of your extracurricular activities listed.
6. NOT HITTING SUBMIT AT THE END OF THE APPLICATION- I know it sounds silly, but it’s true!
7. REQUESTING TEACHER REOCMMENDATIONS AT THE LAST MINUTE- You should give teachers at least two weeks to complete your letter! They may be working on other recommendations and may not have time for yours if you wait until the last minute.
8. USING AN EMAIL ADDRESS THAT FRIENDS MIGHT LAUGH ABOUT- Select a professional email address. Keep your personal/fun address for friends, but select an appropriate email address for college admissions.
9. NOT CHECKING YOUR EMAIL REGULARLY- If you have given an email address, the college will use it. You do not want to miss out on anything because you did not read your email.
10. LETTING MOM OR DAD HELP YOU FILL OUT YOUR APPLICATION- Admissions personnel know if your parents help, whether you have two different styles of handwriting or if your admissions essay sounds more like a 45-year-old than a 17-year-old. It is okay to get advice, but do the work yourself!

**What a College Looks For**

It is the responsibility of the college admissions committee to assemble a freshmen class that meets the requirements of its institution. As college and universities get more competitive for admission every year and colleges have more applicants than available space, certain criteria are established for admission. Admissions considerations include, but are not limited to:

* Strength of program (rigorous course schedule)
* Academic record (GPA)
* Standardized test scores
* School organizations and activities
* Community and volunteer activities
* Letters of recommendation
* Special interests and talents
* Diversity
* Internships and jobs
* College interview
* Portfolio/resume

No single factor will determine acceptance or rejection. A school desires to see the student has selected challenging courses in high school that will help the student grow academically. They want to know about interests, accomplishments and future goals. Most importantly, a college looks at an interest in learning and a connection between what the college has to offer and what the student wants out of his/her education. Colleges look for students who demonstrate initiative and will be lifelong learners.

Keep in mind, the more competitive colleges will expect that students take advantage of the most competitive curricula in their schools. Students should take courses that are appropriate for them. It is better to do well in demanding college prep classes than to do excellent in lower level courses that do not challenge the student. Many colleges review student records to determine if the college works best for an individual’s interests and abilities.

Most colleges are now asking for senior year schedules in the application process. Colleges want to make sure that students are continuing to take a strong academic schedule their senior year. Many colleges are requesting senior year first semester grades to ensure the potential student is staying on track.

**Letters of Recommendation**

When requesting a letter of recommendation, please follow these helpful hints:

1. Plan ahead to meet your deadline. Allow at least two weeks for the completion of your letter. This person possibly has other letters to be written ahead of yours. Do not request last minute recommendations and make sure the recommendation is needed for the application or scholarship.
2. Ask a teacher from one of your core academic classes, counselor administrator, employer, scout master, group advisor or clergyman/woman who knows you well and can recommend you positively.
3. Make your request personally to the one who is to write your recommendation. Give them a resume or list of accomplishments so they can best write your letter.
4. Inform the recommender if they will need to upload their recommendation to the Common App.
5. If it is to be sent by the recommender: supply an addressed, stamped envelope. Do not include a return address.
6. It is recommended that you do not photocopy letters of recommendation. Current date, most recent academic data and an original signature should be included in the recommendation.
7. Be sure to thank these individuals formally for their time and effort.

**College Admission Testing**

***College Entrance Testing***- the ACT and SAT are college admission tests administered on national test dates. It is strongly recommended that students begin taking these tests 1-2 times their Junior year and the finish with in the Fall of their Senior year. Admission is based on these scores and your high school GPA in core classes. Always check with admissions offices if you have questions about their policy on scores, class rank or the calculation of GPAs.

American College Test (ACT)- composed of the following tests: English, Math, Reading, Science and an optional Writing test. Not all college require the optional writing score, so it is important to research the colleges of interest and what their testing requirements are. Student receive four test scores ranging from 1-36, a composite score ranging from 1-36, and a separate Writing score. There is no penalty for guessing on the ACT.

* Register online at: [www.actstudent.org](http://www.actstudent.org)
* The 2018-2019 basic fee for the ACT plus Writing is $67. This includes score reports for up to four college choices for which a valid code is listed at the time of registration. The basic fee for the ACT if you do not take the Writing test is $50.50.

Scholastic Aptitude Test (SAT)- composed as a Reading, Writing/Language, and Math test. Students receive three test scores ranging from 400-1600. Students need to contact their colleges of choice to see which test their college accepts.

* Register online at: [www.collegeboard.com](http://www.collegeboard.com)
* The 2018-2019 registration fee for the SAT with essay was $64.50 and without the essay is $47.50.

**ACT Schedule 2018-2019**

The best preparation for either test is taking a solid high school program and taking your school work seriously. At a minimum, you should go through the practice tests distributed freely by the testing companies. The counselor usually receives practice test booklets as well. Know what to expect on the test day and what to bring. You usually need a Driver’s license or student ID to check in.

* Get plenty of rest the night before the test
* Eat the kind of breakfast that will give you the energy you need for a long period of intense concentration!
* Dress comfortably
* No phone cells!

Additional practice can be found at:

* [www.actstudent.org](http://www.actstudent.org)
* [www.collegeboard.com](http://www.collegeboard.com)
* [www.princetonreview.com](http://www.princetonreview.com)

**2018-2019 Testing**

|  |  |
| --- | --- |
| **ACT** | **SAT** |
| *Test Date* | *Registration Deadline* | *Test Date* | *Registration Deadline* |
| October 27, 2018 | September 28, 2018 | November 3, 2018 | October 5, 2018 |
| December 8, 2018 | November 2, 2018 | December 1, 2018 | November 2, 2018 |
| February 9, 2019 | January 11, 2019 | March 9, 2019 | February 8, 2019 |
| April 13, 2019 | March 8, 2019 | May 4, 2019 | April 5, 2019 |
| June 8, 2019 | May 3, 2019 | June 1, 2019 | May 3, 2019 |

**College Selection Considerations**

**The First Step: KNOW YOURSELF**

As you really begin to think about applying to college, take time to think about yourself. Think about your goals, your likes and dislikes, your abilities and your resources.

*Your Goals*

* What subjects interest me?
* What kind of career do I want?
* Do I want to continue my education after high school?
* Do I need to go to college for my intended career?

*Your Likes and Dislikes*

* Do I want to live away from home? If so, how far away?
* How important is it that friends go to the same college that I attend?
* Am I comfortable around a lot of people at the same time?
* Do I want to be with different kinds of people or people just like me?
* Would I prefer a city, the suburbs, small towns or rural areas?
* Do I have any special concerns? (religious, special customs, dietary, etc.)
* Which activities are most important to me? (arts, sports, clubs, etc.)
* Do I want to play sports when I am in college?
* Which special opportunities are important? (study abroad, independent study, exchange programs, research, etc.)

*Your Abilities*

* What kind of student am I?
* What are my strongest and weakest subjects?
* Do I have any special needs? (medical, disability, etc.)
* How are my study skills?
* How well do I handle competition and pressure?
* What are my special talents?

*Your Resources*

* Are there limits to what I can pay for college?
* Will my family be able to help me financially?
* Can I go to college full-time if I want?
* How will I get to classes? (live on-campus, commute, public transportation, etc.)

**The Second Step: MORE QUESTIONS TO CONSIDER**

Of the more than 2,000 American colleges and universities, no two are alike. Choosing the one that is just right for you requires research. This research must be done at two levels: externally and internally. The external research can be done on the Internet, by reviewing catalogs, visiting the campus, and talking to college admissions representatives or students who attend the college. The internal questions you need to ask yourself are: What are your needs? What kind of college or university will satisfy those needs?

**What size school would be best for me?**

* *Large universities* provide many academic, athletic and social options for their diverse student populations. Most larger universities consist of a number of “colleges” (departments) which have unique requirements. These school offer undergraduate through doctoral degrees.
* *Small universities* offer a more intimate setting. The admission requirements may be rigorous, but the scholarship packets are usually excellent.

**What kind of school would be best for me?**

* *Private* schools may have high entrance standards and high tuition rates.
* *Public* schools generally offer lower tuition rates to in-state students.
* *Liberal Arts* colleges emphasize a well-rounded educational foundation upon which further studies can lead to success in a number of possible careers. Because the enrollment is usually small, students and faculty have more opportunity to interact.
* *Specialized* colleges offer focused study in a particular area of internet, such as computer graphics, business or the arts, among others. If you are certain of your career field, these schools will allow you to specialize in that area.
* *Religious* colleges allow students to pursue their educational goals within the framework of the school’s religious beliefs.
* *Single-Gender* colleges eliminate the distraction of the opposite sex while still allowing students to enjoy a social life on campus. This arrangement often reduces social pressure which enables students to achieve more academically.

**Where do I want to go?**

You will attend college for at least two years, perhaps as many as four or more years. In what kind of setting are you most comfortable? Near a big city? In a small town? Close to home? Out of state? Your comfort level will affect every aspect of your time in college.

**How difficult are the entrance requirements?**

Some schools have rigid entrance policies, while others are more flexible. Your task is to review the requirements of the schools which interest you and compare them to your high school record. Most of your applications should go to the schools whose requirements most closely match your record; however, a few applications to schools whose criteria you “just miss” is advisable.

**How much can I afford to spend?**

Even though the cost of a college education will repay itself many times over during your lifetime, you must start with a practical assessment of your resources: your family’s contribution, scholarships, grants, loans and part-time work. A student who is determined to receive a degree can do so by making the most of the opportunities available.

**How do I choose a major?**

The choice of a major and the choice of a college hinge upon your choice of a career. What kind of work do you want to do in your life? Once you decide this, your major will effectively be chosen. Choosing a college then will be a matter of researching schools which offer programs in your chosen career. Your college years will demand much more from you mentally, physically, emotionally and financially. Finding just the right college will help make this time more productive and enjoyable. Begin your research early and don’t stop until you find the college that is for you!

**College Essays or Personal Statements**

*Purpose of the essay or personal statement*

* Bring life to the person behind the application
* Showcase a student’s talents, achievements, experiences and points of view in ways the rest of the application cannot
* Provide a complete picture and fill in the gaps
* Be considered for scholarships

*General Writing Tips*

* Write a solid introduction; this makes the reader want to continue reading
* In the case of a short essay (200 words or less), the writer should get to the point in the first sentence, supported by well-chosen examples and a well-focused conclusion
* Use transitions to give your essay a logical flow
* The bulk of your essay should clearly tell the reader who you are
* Write a conclusion that impresses upon the reader your qualifications and ties your essay together

*Reminders*

* Read all instructions carefully
* Answer the prompt!
* “Anything” means one strategically chosen topic which highlight or explains who is in the application itself
* Avoid lists of accomplishments but focus on what these activities say about you
* Start early and rewrite – write one draft and let it sit for a day
* Have others review your work – English teachers would be great for this!
* Write in your own authentic voice
* Be careful with humor
* Do not manufacture hardship
* Do not use big words to make your essay sound more impressive (be authentic!)

*What are some things readers may be looking for?*

* Thoughtful reflection, some sense of who you are
* Personal qualities that may include leadership, initiative, openness to growth, persistence, commitment to others, maturity and motivation
* Meaningful participation in activities
* Students willing to go the extra mile to enrich their education

**2018-2019 Common Application Essay Prompts**

You will be asked to write an essay (approximately 250-650 words) on one of several broad options, including:

1. Some students have a background, identity or talent that is so meaningful they believe their application would be incomplete without it. If this sounds like you, then please share your story.
2. The lessons we take from obstacles we encounter can be fundamental to later success. Recount a time when you faced a challenge, setback or failure. How did it affect you, and what did you learn from the experience?
3. Reflect on a time when you questioned or challenged a belief or idea. What prompted your thinking? What was the outcome?
4. Describe a problem you’ve solved or a problem you’d like to solve. It can be an intellectual challenge, a research query, an ethical dilemma- anything that is of personal importance, no matter the scale. Explain its significance to you and what steps you took or could be taken to identify a solution.
5. Discuss an accomplishment, event or realization that sparked a period of personal growth and a new understanding of yourself or others.
6. Describe a topic, idea or concept you find so engaging that it makes you lose track of time. Why does it captivate you? What or who do you turn to when you want to learn more?
7. Share an essay on any topic of your choice. It can be one you’ve already written, one that responds to a different prompt or one of your own design.

**Checklist for the Campus Visit**

One of the best reasons for the campus visit is to see first-hand what the physical facilities are like and to get a sense of the atmosphere of the college. It is also an opportunity to talk to a student tour guide and ask what life is like at that college. Most college visits can be scheduled online through the college’s website.

* Prior to your visit, go to the college’s website to find out all pertinent information
* Meet with an Admissions Counselor
* Verify admission requirements
* Take a campus tour
* Investigate your academic program
* Attend a class, if you can
* Talk with students and faculty
* Bring a journal to jot down your impressions/feelings
* Visit when school is in session
* Check out the residence halls, library, student union and recreation center
* Find out about campus activities
* Dress comfortably and casually but appropriately
* Remember: you are making an impression on college personnel who will later decide the outcome of your admissions application. Everything counts! Ask relevant questions, show your level of interest in the school and take ownership of the process!

**Asking the Tough Questions: Campus Visit**

*Academics*

* What academic elements are considered in the admissions process: courses, grades, test scores, rank, interests, essays, recommendations, interviews, etc.? How important are each of these factors?
* What are the largest classes you could have as a freshmen or sophomore?
* Who teaches the freshmen classes? Teaching assistants, graduate assistants, professors?
* (If this applies to you) Are there any special support services if you are a student with special needs? How do these support services function and is there any additional cost charged for these services?
* Is there an Honors program for talented students? How do you qualify?

*Social/Recreational*

* What activities do students participate in during their free time on campus?
* Is there Greek Life on campus? If so, what percent of the student body participates in Greek Life? How do students who elect not to participate in the Greek system fit in?
* What are the most popular extracurricular activities?
* What portion of the student body lives on campus?

*Auxiliary Services*

* What tutoring, counseling and support services are available on campus and how are they accessed?
* What laundry facilities are available?

*Housing/Food Services*

* Is campus housing guaranteed for all four years? What percentage of students live on campus all four years?
* What housing options exist? (Honors housing? Single sex housing? Co-ed housing? Greek housing?)
* What meal plans are available? Are freshmen required to purchase a specific type of meal plan?
* What hours may students access food services?

*Paying for It*

* What is the yearly cost of attendance, including books, tuition, fees, housing and meal plans
* Which financial aid forms are required?
* What percent of incoming freshmen receive aid? What was the average freshmen financial aid package? If you are unhappy with your aid package, is it negotiable?
* If you demonstrated need, will the college be able to prepare a financial aid package that will met 100% of your demonstrated need?
* What types of payment plans exist?

**Scholarships**

Scholarships are awards of money (non-repayable) granted on the basis of student achievement. Typically, scholarship selection is based on academic excellence (GPA, standardized test scores), special talents, leadership, community service, financial need, and written/oral communication. Major sources of scholarship monies include postsecondary schools, the military, professional, business, fraternal, religious, civic and union organizations, as well as, individual donors. **The largest awards of scholarship money come from individual colleges and universities.** To apply to out-of-state schools, contact the financial aid office of each school for individual applications and additional information.

*Local Scholarships*

Various times, throughout the school year, the scholarships are available to our students on a local level. These can be from organizations, clubs, businesses and individuals in the Fulton County and surrounding areas. When a new scholarship comes into the Counseling Office, it is posted on the Scholarships Document on the Counseling website, on the Senior CANVAS page and via student emails.

*National Scholarships*

Virtually hundreds of scholarships are available on the national level. However, it is important to be aware of these factors when applying for national monies:

* The competition for these scholarships is much greater; you are competing in a field of students from all states
* Both school and local libraries contain reference information for use when searching for scholarships. Some of these resources are more reliable and accurate than others due to their extensive research case (Princeton Review, College Board, Peterson’s, Barron’s)

**Military Academies & ROTC**

*Securing an Appointment:* You must be nominated by your Senator or Congressional Representative to be considered for all military academies except the Coast Guard. You should consider starting this process during the spring or junior year or summer before senior year. Plan to complete your application by the end of October, in order to be interviewed in November. You should be notified of nomination by February. The Academy will contact candidates for evaluation and extend the final offer of appointment by May 1.

Evaluations are based on the “whole person” concept and take into consideration your academic, leadership and physical abilities. Most academies and congressional offices require: official transcripts, ACT/SAT scores directly from the test agency, 3 letters of recommendation, a 500-word essay describing why you want to attend a service academy, your resume, leadership positions held, academic and athletic awards, a copy of your birth certificate and a small, recent photograph.

Each representative has their own nomination application and procedure. Visit their website(s) for more details.

*Senator:* Sherrod Brown, <https://www.brown.senate.gov>

*Representative:* Robert Latta, <https://latta.house.gov>

**Admissions Contact Info**

US Merchant Marine Academy

Attn: Director of Admissions

300 Steamboat Road

Kings Point, NY 11024

(866) 546-4778

[www.usmma.edu](http://www.usmma.edu)

US Air Force Academy

Attn: Admissions Office, HQ USAFA/RR

2304 Cadet Drive Suite 2300

USAF Academy, CO 80840

(800) 443-3864

[www.academyadmissions.edu](http://www.academyadmissions.edu)

US Coast Guard Academy

Attn: Director of Admissions

31 Mohegan Avenue

New London, CT 06320

(800) 883-8724

[www.cga.edu](http://www.cga.edu)

US Military Academy

Attn: Director of Admissions

600 Thayer Road, Bldg 606

West Point, NY 10996

(845) 938-4041

[www.usma.edu/admissions](http://www.usma.edu/admissions)

US Naval Academy

Attn: Admissions

52 King George Road

Annapolis, MD 21402

(410) 293-1858

[www.usna.edu](http://www.usna.edu)

Army, Navy & Air Force Reserve Officer Training Candidate (ROTC)

Air Force ROTC

(866) 423-7682

[www.afrotc.com](http://www.afrotc.com)

Army ROTC

(888) 550-2769

[www.goarmy.com/rotc](http://www.goarmy.com/rotc)

Navy ROTC

(800) NAV-ROTC

[www.nrotc.navy.mil](http://www.nrotc.navy.mil)

Marines

[www.marines.com](http://www.marines.com/becoming-a-marine/commisioning-programs/four-year-colleges)

**Websites**

*Financial Aid Basic College Information*

FastWEB [www.fastweb.com](http://www.fastweb.com)

College is Possible: Paying for College [www.collegeispossible.com](http://www.collegeispossible.com)

Sallie Mae Financial Aid [www.salliemae.com](http://www.salliemae.com)

The Financial Aid Page [www.finaid.org](http://www.finaid.org)

Completing the FAFSA [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

Study Abroad [www.studyabroad.com](http://www.studyabroad.com)

Art Institutes [www.aii.edu](http://www.aii.edu)

Virtual Camps Tours [www.campustours.com](http://www.campustours.com)

College Bound Network [www.collegebound.net](http://www.collegebound.net)

Big Future [www.bigfuture.collegeboard.org](http://www.bigfuture.collegeboard.org)

I’m First (First Generation College Students) <http://imfirst.org>

Embark [www.embark.com](http://www.embark.com)

College Site for Students with Disabilities [www.educationquest.org](http://www.educationquest.org)

Student and Parent Guide to Education [www.gocollege.com](http://www.gocollege.com)

One Stop Career & College Planning [www.educationplanner.com](http://www.educationplanner.com)

*College Athletics*

NCAA [www.ncaa.org](http://www.ncaa.org)

NAIA [www.naia.org](http://www.naia.org)

*College Admission Testing Sites*

CollegeBoard Online (SAT) [www.collegeboard.com](http://www.collegeboard.com)

ACT Home Page [www.actstudent.org](http://www.actstudent.org)

Kaplan [www.kaptest.com](http://www.kaptest.com)

Princeton Review [www.review.com](http://www.review.com)

*Career Investigation*

Student Edge [www.studentedge.com](http://www.studentedge.com)

Ohio Means Jobs [www.ohiomeansjobs.com](http://www.ohiomeansjobs.com)

Planning a Career [www.adventuresineducation.org](http://www.adventuresineducation.org)

My Majors [www.mymajors.com](http://www.mymajors.com)

Career Toolbox [www.myfuture.com](http://www.myfuture.com)

**College Comparison Worksheet**

|  |  |  |  |
| --- | --- | --- | --- |
| *College Name* |  |  |  |
| **Location** |  |  |  |
| * Distance from home
 |  |  |  |
| **Size** |  |  |  |
| * Enrollment
 |  |  |  |
| * Physical size of campus
 |  |  |  |
| **Environment** |  |  |  |
| * Type of school (2/4 year)
 |  |  |  |
| * School setting (urban, rural, suburban)
 |  |  |  |
| * Location/size of nearest city
 |  |  |  |
| * Co-ed, same sex
 |  |  |  |
| * Religious affiliation
 |  |  |  |
| **Admission Requirements** |  |  |  |
| * Deadlines
 |  |  |  |
| * Tests required (ACT/SAT)
 |  |  |  |
| * Average test scores, GPA, rank
 |  |  |  |
| * Notification
 |  |  |  |
| **Academics** |  |  |  |
| * Your major offered
 |  |  |  |
| * Special requirements
 |  |  |  |
| * Accreditation
 |  |  |  |
| * Student-faculty ratio
 |  |  |  |
| * Typical class size
 |  |  |  |
| **College Expenses** |  |  |  |
| * Tuition, room and board
 |  |  |  |
| * Estimated total budget
 |  |  |  |
| * Application fees, deposits
 |  |  |  |
| **Financial Aid** |  |  |  |
| * Deadlines
 |  |  |  |
| * Required forms
 |  |  |  |
| * Percentage receiving aid
 |  |  |  |
| * Scholarships
 |  |  |  |
| **Housing** |  |  |  |
| * Residence hall requirement
 |  |  |  |
| * Food plan
 |  |  |  |
| **Facilities** |  |  |  |
| * Academic
 |  |  |  |
| * Recreational (other)
 |  |  |  |
| **Activities** |  |  |  |
| * Clubs, organizations
 |  |  |  |
| * Greek life
 |  |  |  |
| * Athletics/intramurals
 |  |  |  |

**Usernames/Passwords to Remember**

|  |  |  |
| --- | --- | --- |
| *Source* | *Username* | *Password* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**College Application Deadlines/Notes**

|  |  |  |  |
| --- | --- | --- | --- |
| *College/University* | *Application Type (Regular, Early Action, etc.)* | *Application Deadline* | *Date Submitted* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Delta High School**

*Student Recommendation Profile*

You can use this form when asking teachers or other people to write you a recommendation letter. The more information you provide, the more information that will be able to be shared to the people writing your letter.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Application/Scholarship Due Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. What are you planning to study in college? WHY do you wish to pursue this major or career, and have you had any experience in this field?
2. Which adjectives best describe you (circle or highlight no more than 6)

Hardworking

Generous

Sensitive

Goal Oriented

Philosophical

Shy

Helpful

Organized

Easygoing

Creative

Competitive

Tolerant

Artistic

Optimistic

Leader

Good listener

Strong willed

Introverted

Fun loving

Outgoing

Assertive

Modest

Determined

Friendly

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. What are you most proud of?
2. If either of your parents graduated from college, which college did they graduate from, or are you the first generation to attend college? Where do/did any of your siblings attend college?
3. If you work, where do you currently work and how long have you been employed? What are your duties? What do you do with your income?
4. If 45,000 students, who have similar attributes as yours, apply to the same college as you, why should an admissions evaluator select you? In other words, what makes you unique?
5. Which high school courses have you enjoyed and why?
6. How would someone who knows you well describe you? What are your strengths and limitations? Give an example of how you have shown your greatest strength and/or how are you overcoming your limitations?
7. What extracurricular activities are you involved in, either in or out of school?