



# North Shore Schools

*Discovering Your Dreams*

Dear Class of 2019 Students and Parents,

As you may know, our motto is “Discovering Your Dreams.” For many of our seniors, attending college is one of their dreams. The school counseling department has enjoyed working with you over the past three years and we are eager to assist you with the college application process. Your school counselor will meet with seniors and their families individually. However, we also wanted you to provide a checklist to help keep you on track.

Following the identified procedures will ensure that you experience less stress throughout the process and a higher level of service.

## September

- Attend Financial Aid Night on **September 18<sup>th</sup> at 6:30** in the auditorium. If you are applying for financial aid, go to the FAFSA website at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). You can begin filling out the form, but you cannot submit it until after October 1<sup>st</sup>. Please be sure that you are using the website above so that you are not scammed.
- There are a number of college applications to choose from (Common Application, Coalition Application, SUNY Application, individual college application). Check your school’s website to find out which one(s) they will accept. If you need assistance, see your counselor.
- If you plan to use the Common App create a Common Application account and then match to your Naviance account using the same user name and password. This is a very important step in the application process. If you are not sure how to do this, watch this video <https://www.naviance.com/resources/entry/how-to-match-your-common-app-and-naviance-accounts>. Please note that the steps still work as described, but the layout of the screen has been updated and looks a little different.
- A few colleges require the Coalition Application. If you plan to use the Coalition Application you will need to create an account. You can create an account here:

<http://www.coalitionforcollegeaccess.org/> For a list of coalition schools, click here:  
<http://www.coalitionforcollegeaccess.org/alert.html>.

- Read and understand the college application procedures provided during the senior meeting. **We want to give your application the attention it needs so please adhere to deadlines.**
- Attend a meeting with your counselor.
- If you plan on playing college athletics and have not registered with NCAA you will want to do so now. Create an account here: <https://www.khanacademy.org/college-careers-more/college-admissions/paying-for-college/financial-aid-packages/v/appealing-a-financial-aid-package>
- If you have not already done so, review your transcript and submit the transcript approval form to your counselor. We cannot send your transcript to colleges until we receive the transcript approval form. These were mailed over the summer, but if you can't find your form, please stop by the office or download it from the counseling webpage by clicking on the forms tab  
<http://www.northshore.k12.ny.us/Guidance/index.html>.
- Check with your colleges to see if they require the CSS Profile. This form is used by private schools to determine your eligibility for institutional aid. A list of participating schools can be found here:  
<https://profile.collegeboard.org/profile/ppi/participatingInstitutions.aspx>
- Complete the FERPA request form on Naviance. We recommend that you waive your rights to view letters of recommendation. If you need additional assistance completing the FERPA waiver watch this brief video from the Common App.  
<https://www.youtube.com/watch?v=axEZApfQxGc>
- Take an opportunity to visit with the recruiters who will likely be reading your application. This can make a difference in the admissions process. Introduce yourself to college recruiters in the counseling office or at local fairs.
  - Sign into Naviance and click on “what’s new” to view a list of college representatives visiting our school.
  - Fall College Expo – September 16 from 12 pm – 3pm in the Clark Athletic Center at SUNY Old Westbury.

- Nassau County Counselors College Fair September 23<sup>rd</sup> from 11-3 at the Nassau Veteran's Memorial Colliseum [www.gotomyncf.com](http://www.gotomyncf.com).
  - North Shore High School College Fair – October 16<sup>th</sup> during the morning
  - Performing and Visual Arts College Fair – November 5<sup>th</sup> 6:30-9:00 pm in the Jacob Javits Convention Center [www.gotomypvafair.com](http://www.gotomypvafair.com)
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- If you have not taken an admissions test or want to re-take an exam register for the SAT, ACT or SAT Subject Test. Most schools take the highest of your math and verbal scores. If you receive free/reduced lunch ask your counselor about a fee reduction waiver.
  - Finalize plans for Early Decision/Action applications. Be sure you understand what this means prior to applying. Please see the glossary at the end of this document for definitions of each type of application.
  - Continue working on your list of colleges. Remember to choose safety, target and reach schools. If you need help, see your counselor.
  - If you haven't started your essay (or even if you have) remember that you can seek assistance from the Writing Center in the library. We strongly recommend that you have others proofread your essay.
  - Check your college website(s) for information on deadlines and scholarship programs. Colleges do not accept late applications and so you will need to plan accordingly.
  - Visit colleges that you are most interested in (if you haven't already). Whenever possible schedule interviews.
  - Follow up on teacher recommendations and thank them for writing the letter for you. A brag sheet or extracurricular activity sheet may help your teacher write a letter for you. You will find these forms under the "form tab" on the counseling webpage or by
  - Continue to keep your grades up. These grades will be reported to your college at mid-year.

## October

- The FAFSA (financial aid form) can be sent in beginning October 1<sup>st</sup>. It is to your benefit to apply early <https://fafsa.ed.gov/>.
  
- The CSS Profile can be completed after October 1<sup>st</sup>. There is a fee for filing the CSS Profile and a step by step guide to filing this form can be found here: <https://cssprofile.collegeboard.org/pdf/css-profile-student-guide.pdf>
  
- Attend the North Shore College Fair and be sure to visit with the representative from any school that you plan to apply to. Make sure to introduce yourself to this person – don't just stop by the table and grab materials. While you are at it check out the upcoming events page on our webpage.
  
- Continue working on your college applications and make sure someone is proofreading your essay.
  
- Colleges require that test scores (ACT, AP, IB, SAT) be sent directly from the testing company. The information you need to contact them is below.
  - If you need SAT scores go to: <https://collegereadiness.collegeboard.org/sat/scores>.
  - For ACT scores go to: <https://www.act.org/content/act/en/products-and-services/the-act/scores/sending-your-scores.html>.
  - For AP Scores <https://apscore.collegeboard.org/scores/score-reporting/>
  - For IB scores go to: <https://www.ibo.org/programmes/diploma-programme/assessment-and-exams/requesting-transcripts/>.
  
- If you are applying to an ED or EA school that does not accept documents electronically, be sure to submit the forms to your counselor two weeks prior to the deadline.
  
- If you have a November deadline start finalizing those applications now.
  
- Want to retake an SAT, ACT or SAT Subject Test? Be sure to look at upcoming dates and register with the College Board [www.collegeboard.org](http://www.collegeboard.org) and with ACT at [www.act.org](http://www.act.org)

- If you get a chance visit with colleges on your list. You may be able to schedule visits around their open house dates. Also, if you get a chance for an interview take it! Not sure how to interview, see your counselor for advice.
- Scholarships are posted in Naviance. Be sure to login frequently to see what is available nationally and locally.
- If you have a November 1<sup>st</sup> deadline please remember to submit counselor/school forms to your counselor two weeks prior to the deadline.
- Haven't finished all of the September steps listed above? If so, then go back and complete them now.
- Remember to keep your grades up.

### **November**

- Remember to submit counselor/school forms to your counselor two weeks prior to the November 15<sup>th</sup> early decision/early action due date.
- Continue working on applications with regular deadline due dates beyond November 15<sup>th</sup>.
- Review scholarship information on the college webpage(s) as well as in Naviance. Naviance provides a listing of local and national scholarships.
- Colleges do not traditionally require first quarter grades. However, if you are applying early decision or early action and would like us to share your grades, or if your college requests them, please complete the form and give it to one of our secretaries or your counselor. This form can be found on the North Shore Counseling Web Page under the forms tab.

### **December**

- If necessary, retake an SAT, ACT or SAT Subject Test.

- Review and finalize your essays and applications.
  
- For schools that do not accept electronic material, submit all counselor/school forms to your counselor by the first Friday of the month to ensure that the material will be mailed out before the break. Counselors will not be in the office when school is closed over the vacation.
  
- Continue to seek out scholarships. Some local scholarship contests have very few applicants.
  
- If you have been accepted by an early decision school, please contact other colleges to which you have applied and withdraw your application. Take a deep breath and celebrate! After the celebration, share the good news with your counselor!
  
- If accepted to any school through an early decision /action program, please notify your counselor.
  
- If your application has been deferred, please see your counselor. We can walk you through this process.

### **January**

- If your application was deferred, see your counselor to discuss strategies for submitting additional information to support your application during the regular admissions cycle.
  
- Counselors automatically send mid-year grades. You do not need to request they be sent.

### **February-April**

- Contact each school to verify that all material has been received.
  
- Decision letters will be arriving during this time frame. PLEASE let counselors know when you receive admissions decisions. This ensures that we send your final transcript to the correct place.
  
- If you are enrolled in an AP/IB Foreign Language check with the college to determine if it will waive the foreign language requirement or give you advanced standing. If so, taking the SAT Language exam in June may be a good idea ([www.collegeboard.org](http://www.collegeboard.org)).

- ❑ Evaluate financial aid packages to see which schools fit your budget. Learn more here <https://www.wsj.com/articles/what-families-need-to-know-to-compare-financial-aid-packages-1519919305>
- ❑ Need to appeal a financial aid award decision? Check this out: <https://www.khanacademy.org/college-careers-more/college-admissions/paying-for-college/financial-aid-packages/v/appealing-a-financial-aid-package>
- ❑ Make your final decision and send notification to your chosen school by May 1<sup>st</sup>.
- ❑ May 1<sup>st</sup> is decision day. Come to school dressed in your college attire for our class photo.
- ❑ Please be sure to inform other colleges to which you were admitted that you will not be attending
- ❑ If you are wait-listed please see your counselor to discuss next steps.

### **May - June**

- ❑ Prepare for final exams and AP/IB tests.
- ❑ Thank those who have helped you along the way (parents, teachers etc..)
- ❑ We automatically mail the final transcripts for you. You don't need to ask, but you do need to make sure we know which college you are attending.
- ❑ If the college is saying they did not receive your transcript, please let us know. The transcripts we send through Naviance all have tracking numbers. We can provide you with this information if needed.
- ❑ If a college is requesting SAT, ACT, AP or IB scores, please know that you must request these directly from the agency. We do not list these on the transcript.
  - If you need SAT scores go to: <https://collegereadiness.collegeboard.org/sat/scores>.

- For ACT scores go to: <https://www.act.org/content/act/en/products-and-services/the-act/scores/sending-your-scores.html>.
- For AP scores <https://apscore.collegeboard.org/scores/score-reporting/>
- For IB scores go to: <https://www.ibo.org/programmes/diploma-programme/assessment-and-exams/requesting-transcripts/>

The AP Coordinator will send home a letter with your IB # before the end of the school year. It is very important that you keep this letter since you will need this number to send scores to colleges at a later date.

- Look for a summer mailing from the counseling office to learn about your student records, visiting post-graduation and ongoing assistance.
- Take a picture of you with the “Flat Viking” mascot that we will mail home. Let everyone know about your new adventures.

## Glossary (source: [www.bigfuture.collegeboard.org](http://www.bigfuture.collegeboard.org))

### **ACT**

A standardized college admission test. It features four main sections: English, math, reading and science — and an optional essay section [www.act.org](http://www.act.org)

### **Admission Tests**

Also known as college entrance exams, these are tests designed to measure students' skills and help colleges evaluate how ready students are for college-level work. The ACT and the College Board's SAT are two standardized admission tests used in the United States. The word "standardized" means that the test measures the same thing in the same way for everyone who takes it.

### **Articulation Agreement**

An agreement between two-year and four-year colleges that makes it easier to transfer credits between them. It spells out which courses count for degree credit and the grades you need to earn to get credit.

### **Candidates Reply Date Agreement (CRDA)**

An agreement many colleges follow that gives applicants until May 1 to accept or decline offers of admission. This agreement gives students time to get responses from most of the colleges they have applied to before deciding on one.

### **Coalition Application**

A standard application form accepted by members of the Coalition for Access, Affordability, and Success. You can use this application to apply to any of the more than 100 colleges and universities that are members of the Coalition. <http://www.coalitionforcollegeaccess.org/>

### **College Application Essay**

An essay that a college requires students to write and submit as part of their application. Some colleges offer applicants specific questions to answer, while others simply ask applicants to write about themselves. Colleges may refer to this as a "personal statement."

### **College Credit**

What you get when you successfully complete a college-level course. You need a certain number of credits to graduate with a degree. Colleges may also grant credit for scores on exams, such as those offered by the College Board's AP Program<sup>®</sup> and CLEP. The IB Programme also counts as a college-level course.

## **Common Application**

A standard application form accepted by all colleges that are members of the Common Application association. You can fill out this application once and submit it to any one — or several — of the nearly 700 colleges that accept it. [www.commonapp.org](http://www.commonapp.org).

## **Deferred Admission**

Permission from a college that has accepted you to postpone enrolling in the college. The postponement is usually for up to one year.

## **Early Action (EA)**

An option to submit your applications before the regular deadlines. When you apply early action, you get admission decisions from colleges earlier than usual. Early action plans are not binding, which means that you do not have to enroll in a college if you are accepted early action. Some colleges have an early action option called EA II, which has a later application deadline than their regular EA plan.

## **Early Decision (ED)**

An option to submit an application to your first-choice college before the regular deadline. When you apply early decision, you get an admission decision earlier than usual. Early decision plans are binding. You agree to enroll in the college immediately if admitted and offered a financial aid package that meets your needs. Some colleges have an early decision option called ED II, which has a later application deadline than their regular ED plan.

## **Financial Aid**

Money given or loaned to you to help pay for college. Financial aid can come from federal and state governments, colleges, and private organizations.

## **Grade Point Average (GPA)**

A number that shows overall academic performance. It's computed by assigning a point value to each grade you earn. See also Weighted Grade Point Average.

## **Legacy Applicant**

A college applicant with a relative (usually a parent or grandparent) who graduated from that college. Some colleges give preference to legacy applicants (also called "legacies").

## **Need-Blind Admission**

A policy of making admission decisions without considering the financial circumstances of applicants. Colleges that use this policy may not offer enough financial aid to meet a student's full need.

## **Open Admission**

A policy of accepting any high school graduate, no matter what his or her grades are, until all spaces in the incoming class are filled. Almost all two-year community colleges have an open-admission policy. However, a college with a general open-admission policy may have admission requirements for certain programs.

## **Placement Tests**

Tests that measure the academic skills needed for college-level work. They cover reading, writing, math and sometimes other subjects. Placement test results help determine what courses you are ready for and whether you would benefit from remedial classes.

## **Priority Date or Deadline**

The date by which your application — whether it's for college admission, student housing or financial aid — must be received to be given the strongest consideration.

## **Registrar**

The college official who registers students. The registrar may also be responsible for keeping permanent records and maintaining your student file.

## **Rolling Admission**

An admission policy of considering each application as soon as all required information (such as high school records and test scores) has been received, rather than setting an application deadline and reviewing applications in a batch. Colleges that use a rolling admission policy usually notify applicants of admission decisions quickly.

## **SAT**

The College Board's standardized college admission test. It features three main sections: math, reading and writing, which includes a written essay. [www.collegeboard.org](http://www.collegeboard.org)

## **SAT Subject Tests**

Hour-long, content-based college admission tests that allow you to showcase achievement in specific subject areas: English, history, math, science and languages. Some colleges use Subject Tests to place students into the appropriate courses as well as in admission decisions. Based on your performance on the test(s), you could potentially fulfill basic requirements or earn credit for introductory-level courses. [www.collegeboard.org](http://www.collegeboard.org).

## **Sophomore Standing**

The status of a second-year student. A college may grant sophomore standing to an incoming freshman if he or she has earned college credits through courses, exams or other programs.

**Transcript**

The official record of your course work at a school or college. Your high school transcript is usually required for college admission and for some financial aid packages.

**Transfer Student**

A student who enrolls in a college after having attended another college.

**Undergraduate**

A college student who is working toward an associate or a bachelor's degree.

**Waiting List**

The list of applicants who may be admitted to a college if space becomes available. Colleges wait to hear if all the students they accepted decide to attend. If students don't enroll and there are empty spots, a college may fill them with students who are on the waiting list.

**Weighted Grade Point Average (GPA)**

A grade point average that's calculated using a system that assigns a higher point value to grades in more-difficult classes. For example, some high schools assign the value of 5.0 (instead of the standard 4.0) for an A earned in an AP class.