

COLLEGE SELECTION AND ADMISSION

The purpose of this bulletin is to give students and parents some guidelines and suggestions for college selection and admission.

I. College Selection

Care in choosing a college will increase the student's chance of a successful college career. Some suggestions for choosing a college are listed here.

- A. Know yourself. Consider carefully your abilities, achievements, interests and reasons for going to college. Choose your college with these things in mind.
- B. Make some basic decisions concerning the type of college you wish to attend (size, location, private or state supported, etc.) Your first concern, of course, is whether the curriculum meets your needs. Materials are available in the counseling office that will give you information to help make these decisions.
- C. If you have decided on the characteristics of the college you wish to attend but do not know the names of colleges which have these characteristics, materials are available in the counseling office.
- D. Study current college catalogs. These are accessed at individual college websites.
- E. If you have any questions about a college which cannot be answered locally, email directly to the Director of Admissions of that college for the answers.
- F. Plan to visit the colleges in which you have a special interest. Each college website has specific instructions on college visitation. Be prepared with specific questions when you visit.
- G. Take advantage of the opportunity to talk with college representatives who visit Science Hill High School. Representatives visit Science Hill High School between 11:00am - 1:00pm. Listen to the announcements for dates.
- H. Fill out college selections checklist and weigh pros and cons of each school. Consider applying to at least three schools.
- I. The Internet is a valuable source of college information. Helpful links are listed under the counselors tab of the Science Hill website at www.jcschools.org/shhs.

II. College Admission Requirements

Admission requirements vary so much from college to college that it is impossible to make specific statements that apply to all colleges. However, the following statements and suggestions are believed to be helpful.

- A. A good high school record (grades 9-12) is the most important criterion for college admission decisions.
 1. Colleges vary greatly as to the exact high school courses they require for admission. However, most colleges recommend as many courses as possible in English, foreign language, mathematics, science and social studies.
 2. If you have a particular college in mind that you want to attend, check the admission requirements early in your high school career so you can make adjustments in your program if necessary. If you have questions concerning the exact requirements for admission, check with your counselor or check the college website. Many specific questions can be answered only by the college itself.
 3. A word of caution to students who expect to be considered for admission by a highly selective college: Because of the competitive nature of admissions for highly selective colleges, you would do well to consider their "recommendations" as requirements.
 4. Requirements for a specific department or program, such as engineering or pre-medical programs, may be very different from basic admissions requirements. You will need to check the college catalog or internet for this information.
 5. Keep in mind that colleges are interested in the quality of work you have done as well as the courses you have taken.
- B. In addition to your scholastic record some colleges expect recommendations from teachers, counselors and others.
- C. Most colleges place considerable emphasis on school and community activities, especially those which demonstrate leadership.
- D. Almost all colleges require scores made on ACT or SAT I and SAT II. The College Handbook is a

good source of information for determining which is required. See the section on "College Entrance Exams" for further information. Handbooks are available in our library.

III. Types of Admission Programs

One or more of the following plans are used by colleges in admitting students.

- A. Regular admission - the great majority of college applicants are considered for admission under what is commonly called the regular admission plan. This plan, including closing date, will be set forth in the college catalog. The student must make certain that he furnishes the college all materials and information required prior to the deadline.
- B. Rolling admission - under this plan, some colleges consider applications periodically (sometimes weekly) as they are received. This process begins early in the academic year (your senior year), and continues until they have accepted their freshman class for the following year.
- C. Early decision - some colleges which use the regular admission plan will give outstanding students an "early decision" if they meet an early Fall deadline (November 15 for submitting their applications and supporting materials). An application for early decision is binding and means that you will attend the college if you are accepted. This plan should be described in detail on the admissions section of the college websites.
- D. Early Action - This is used by a few selective colleges. Acceptance notification is given by December 15, but you are under no obligation to attend. You must decide by May 1 whether you will attend.

IV. Application Procedures

After you have decided to which college or colleges you wish to apply, there are definite steps you should take.

- A. Most colleges offer online application forms for admission and scholarships. It is imperative to notify your school counselor when you have submitted an online form so that your transcript can be sent. (See C.2. below)
- B. Fill out all forms requested and return them to the college **well before** the deadline specified by the college.
- C. All colleges require that an official transcript be sent by your high school. Some require a mid-year report (the mid-year report is sent upon completion of first session of the senior year). To request an official transcript be sent to colleges, the student must:
 - 1. Pay all financial obligations to the school as well as the 5 dollar senior fee. Students are notified of any obligations and these should be cleared at the beginning of the senior year in the counseling office. Final transcripts will not be mailed if a student has unpaid obligations.
 - 2. For each college application, complete the transcript request form and transcript release form at least **one month** before it needs to be mailed. Please observe this deadline!
- D. At times there is a problem with postal delivery or with college admissions offices' misplacing transcripts. If you are applying to a highly selective school, you might wish to mail the transcript yourself or send it by registered mail. If you desire to do this, please write this on your transcript request form, and the counselor will give you the completed forms to be mailed. These will be given to you in a sealed Science Hill High School envelope. It is possible the material will not be considered "official" if opened. It is best to take the sealed envelope given you by your counselor and mail directly, or, include it in a larger envelope with any materials you might add.
- E. Students applying to highly selective schools might wish to contact the college admissions office two weeks before the application deadline to confirm that all necessary information has been received.
- F. If possible, give all transcript requests to the counselor at the same time. This saves the counselor a great deal of time and expedites the process.
- G. The procedure for having a mid-year report sent is exactly the same as the official transcript above except that a mid-year report request form should be completed rather than a transcript request form.
- H. Some colleges require letters of recommendation from a school counselor and/or teachers. These guidelines should be followed when requesting letters of recommendation.
 - 1. Request these at least **one month** before the letter is due.
 - 2. Give a stamped addressed envelope to the person writing the recommendation.
 - 3. Give a current resume to the person writing the recommendation.
 - 4. Type your name and all other information requested by the college in the

- appropriate place on the recommendation forms provided by the college.
5. Do not ask one set of teachers to write for one college and another set to write for a second, etc. Instead, indicate to the teacher that you are applying to more than one college and would appreciate his/her photocopying the recommendation for that purpose. Furnish stamped, addressed envelopes to the teachers. Give all requests for recommendations at the same time.
 6. Do not be offended if a teacher tells you they simply do not have time. Ask someone else. Many teachers get 20 or more requests. They simply cannot do that many.
 7. Write a thank-you note to teachers or persons in the community who have written letters for you. Teachers write these recommendations at night after a full day of teaching when they still have papers to grade and lessons to prepare.
- I. In addition to teacher recommendations, some colleges request that students write one or more essays. If so, please note the following hints:
 1. Write the essay and check it for spelling, grammar, etc.
 2. You may want to have someone - parent, friend, teacher, double-check it for obvious errors.
 3. Type it on the form provided and/or on a separate piece of paper.
 4. Photocopy it in order to know what you wrote as well as to be able to use it (or parts of it) for other applications.
 5. Refer to "Writing your College Essay" leaflet in this folder for more details.

V. **College Costs and Financial Aid**

College costs should be carefully studied and compared. Some college costs listed on the websites are for basic tuition and fees only, while other colleges list a total cost which includes room and board. Many college students receive some kind of financial aid to help with college costs. Attached is a section on scholarships and a Financial Aid Workshop will be held in December to cover this topic.

VI. **Athletics**

A. **Eligibility**

It is the individual student's responsibility to meet the requirements for athletic eligibility. Information and assistance are available from the counselors and the Athletic Director.

1. A student-athlete must have earned at least three (3) full credits in the preceding session.
2. A student-athlete must not be nineteen (19) years of age on or before September 1.
3. A student-athlete is permitted eight (8) sessions of eligibility beginning with the ninth grade.
4. A student athlete must be taking at least three subjects per session.
5. A student athlete must have a medical examination before participating in a practice or game.
6. A student athlete must have a completed Parent Consent Form on file.
7. A student athlete's parent or guardian must meet with the head coach prior to the student participating in that sport.

B. **NCAA Clearinghouse**

Any senior who plans to participate in a sport at a Division 1 or Division 2 college must submit an application and transcript to the NCAA Clearinghouse early in the fall of his/her senior year. See a counselor for additional information. You may apply on-line at www.eligibilitycenter.org. Please notify your counselor to send a transcript as soon as you have applied. You must also send your ACT scores directly from the testing agency. Use the NCAA code 9999 to have ACT send your scores directly.

C. **NAIA Clearinghouse**

Any senior who plans to participate in an NAIA college must register online at <http://www.playnaia.org/>. Use the NAIA code 9876 when you register for your ACT. ACT scores will not be accepted from Science Hill.

Academic Common Market

The Academic Common Market (ACM) was created in 1974 as a means by which to share specialized academic programs among Southern Regional Education Board states. Over 1,200 programs at the baccalaureate and higher degree levels in over 130 colleges and universities currently participate in the program.

The Southern Regional Education Board, with the cooperation of fifteen states, administers the Academic Common Market. These states are Alabama, Arkansas, Delaware, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, Oklahoma, South Carolina, Tennessee, Texas, Virginia, and West Virginia (North Carolina does not participate in this program). The Market allows residents of participating states to have a broader range of educational opportunities at in-state tuition rates.

The Academic Common Market has a three-fold purpose:

- Eliminates unnecessary duplication among states, in that it is impractical for any institution or single state to develop or maintain degree programs in every field of knowledge.
- Supports existing degree programs that have the capacity to serve additional students.
- Provides access and encourages movement across state lines for programs not available in a student's home state.

Examples of popular ACM programs in other states: landscape architecture, marine biology, meteorology, and modern dance.

To access this program go to <http://www.state.tn.us/thec/ACADEMIC/ACM/acmintro.html>

SCHOLARSHIPS

Private scholarships are mailed to SHHS and made available to students throughout the school year through daily announcements. Access to applications may be found in the Counseling Office scholarship file. New scholarships are constantly made available and some are deleted quickly. **Read your announcements daily by visiting our website at www.jcschools.org/shhs** . New scholarships may arrive and have immediate deadlines. Dates may change. The scholarship file summary will tell you the criteria, award, and deadline dates. The summary is located on the Counseling Bulletin Board in the lobby of the academic building and also in the Counseling Office. Some scholarships only allow 1 entrant per high school.

Remember to file a FAFSA, and if required, a PROFILE in January for need-based aid. Seek your main source of scholarships through your college financial aid and admission offices, private businesses, and printed scholarship books. Some colleges have a special scholarship application and some award scholarships based on the admission application. It is suggested that you include a resume with your college applications. Log on to free websites such as “fastweb.com”. **DO NOT PAY** to have a company research scholarships for you, as most are scams. Remember that the presentation of the application is most important. Committees only know you by what is written and how it is written.

Below are some representative scholarships that are advertised each year.

EXAMPLE ONLY:

SCHOLARSHIP NAME	COLLEGE NAME	AMOUNT	QUALIFICATIONS	DEADLINE
Elizabeth Biosca	Any	\$2500	Excellence in Foreign Languages	March 2015
Sheila Bolding Cox	Any	\$2500	Excellence in community service and academics	March 2015
Ned McWherter Scholars	Any in Tennessee	\$6,000.00 per yr.	3.5 unweighted GPA, 29 ACT or 1280 on SAT, TN.Senior	February 8, 2015
Wiles Family Scholarship	Any	\$1,000.00	Overcoming obstacles	March 2015
Mark D Slagle Memorial Scholarship	ETSU	\$10,000	History majors with emphasis placed on students planning on law career	March 2015
Simply Smart	Any	\$2000	Diligence in the classroom	March 2015

<p>LOCAL Scholarships for SHHS students only (available in late February)</p>
--

TITLE	APPROXIMATE AMOUNT
Shelia B. Cox “Love of Community” Scholarship	\$2,500
Kermit-Tipton (Athlete-Chosen by committee only)	\$4,000
Lorenzo Wyatt-(attended Northside Elementary)	\$250
Pride of the Hill (Academics/Leadership)	\$1,000
PTSA-(Based on financial need)	\$500
Sandy Bayne (Teaching major)	\$1,000
Van-Brocklin (Major in Science and/or Music)	\$1,000
Mark D. Slagle Scholarship of History (ETSU History Major)	\$10,000
Wendell Messimer (attended Cherokee Elementary)	\$500
Barry Tolley (attended Cherokee Elementary)	\$500
Melvin Stevens Scholarship (sponsored by Carver Recreation)	Varies
Pro-To Scholarship (sponsored by Pro-To-Club – based on Leadership and Academics)	\$1,000
Towne Acres Elementary School (attended Towne Acres Elementary)	\$500
Elizabeth Biosca Foreign Language Scholarship	\$2,500

The Tennessee HOPE (Lottery) Scholarship is available for graduating seniors attending an eligible Tennessee post-secondary institution, provided they meet certain criteria. The most up-to-date criteria will be presented each year by the counselors in informational meetings and in fliers distributed to students. The first step for eligibility for all students, regardless of income, is to file the government Free Application for Federal Student Aid (FAFSA) in January of the student’s senior year.

COLLEGE ENTRANCE EXAMINATIONS

College Admissions Tests are required by almost all colleges and technical schools as a prerequisite for admission consideration. Test scores are used along with rank, recommendations, and extra-curricular

activities to make admissions decisions. Students should check carefully the admissions requirements at prospective colleges to determine whether the ACT (writing optional) or SAT I and SAT II are required.

What is the ACT?

The American College Testing Program is used widely in 28 states across the country. The college catalog will specifically state whether the ACT is required. The ACT has the following subtests and score ranges:

Math	1 -- 36	Science Reasoning	1 -- 36
English	1 -- 36	Writing (optional)	1 -- 36
Reading	1 -- 36	Composite	1 -- 36

We recommend taking the ACT in December, April, or June of the junior year and again, if needed, in September of the senior year.

What is the SAT I?

The Scholastic Assessment Test is the other major college entrance exam preferred by 22 states. Again, the college catalog will state specifically which one is accepted. The SAT changed in March, 2005 and now has a required essay. The new subtests and score ranges are as follows:

Critical Reading	200-800	Math	200-800	Writing	200-800
------------------	---------	------	---------	---------	---------

We recommend taking the SAT I in March or June of the junior year and again, if needed, in October of the senior year.

What are the SAT Subject Tests?

The SAT Subject Tests are sponsored by College Board, and they are required by more than 150 colleges in the country. They are one-hour examinations that measure the student's level of achievement in certain subject areas. Usually a college will require two or three SAT Subject Tests for admission and/or placement.

It is important to read the college catalog and talk to your teachers or counselor about which SAT Subject Tests are appropriate for you.

The SAT Subject Tests cannot be taken on the same day as the SAT I, so we recommend that if you wish to take the SAT Subject Tests in the junior year, take the SAT I in January or March and the SAT Subject Tests in June.

How can I prepare for the College Entrance Exams?

Opinions vary on this topic. Almost all experts agree that practice in test-taking skills and familiarization with test formats are certain to help. The following steps are suggested in order to accomplish this:

- Read practice using the study booklets provided by ACT and SAT.
- Study the materials available in the counseling office.
- Take the PSAT and PLAN to pinpoint strengths and weaknesses.
- Use computer programs available on the internet.
- Attend test preparation workshops.
- Relax.

Dates To Remember

ACT	AP Exams	ASVAB Test	TN State Ready Exams
September 12, 2015		January 2016	Nov – Dec 2015
October 24, 2015	May 2016		Apr -May 2016
December 12, 2015			
February 6, 2016			
March (11 th grade only) Selected Students			
April 9, 2016			
June 11, 2016			
PSAT National Merit Scholarship	SAT	TCAP Writing Test (11th Graders)	
October 2015	October 3, 2015 SAT & Subject Tests	February 2016	
	November 7, 2015 SAT & Subject Tests		
	December 5, 2015 SAT & Subject Tests		
	January 23, 2016 SAT & Subject Tests		
	SAT only March 5, 2016		
	May 7, 2016 SAT & Subject Tests		
	June 4, 2016 SAT & Subject Tests		

<i>Financial Aid Night</i>
Thursday November 10, 2015 6pm ETSU Culp Center

Tri-Cities Area College Fair <i>Sponsored by</i> <i>ETSU</i>
Thursday August 27, 2015 9-11:30am and 6-8pm Freedom Hall Civic Center

CAMPUS VISITS

Cornell University president, Frank Rhodes, has compared making the decision about what college is “best” to picking a spouse.

“Picking the ‘best’ is more like identifying a future spouse than picking a stock for an investment,” observed Rhodes. “When you encounter the one for you, you’ll know it.”

As Rhodes implied, selection of a college or university is a highly personal decision made only after considering innumerable factors.

Discussions with counselors, friends and relatives can certainly help, as can careful reading of catalogs, brochures and various independent guides. Nothing, however, can be quite so enlightening as a campus visit.

Only by experiencing the campus personally can a prospective student make a decision based on his or her own impressions-weighed on a scale balanced by individual priorities.

In preparing for a campus visit, a student should:

- Plan visits for the summer vacation period between the junior and senior year or during Fall and Spring Breaks. Don’t wait until graduation because many colleges require enrollment decisions months in advance.
- Review all available literature about the campus, noting any questions which should be asked during the visit.
- Decide whether an interview with the Admissions Office is necessary. If so, make an appointment to coincide with the campus visit.
- If necessary, schedule an interview with the Student Financial Aid Office.
- Make the visit when the college is “in session” to better sample activity and atmosphere.
- Allow enough time to permit participation in regularly scheduled campus tours with some “free time” left over for personal exploration. Take the tour first, for general information, then explore to follow up on personal interests.
- Pay special attention to travel plans, noting travel time, costs and alternate means of transportation. Is travel so difficult or expensive that weekend or vacation trips home, and elsewhere, would be impossible?

When on campus, a prospective student should:

- Take advantage of any campus tour offered by the college or university.
- After the tour, take time for personal exploration of the campus.
- Attend a class or two and spend a night in a dormitory.
- Walk the campus. Too big? Too small? What about the students along the way? Were they friendly?
- Find the Student Center or Student Union Building. Various student groups offering extracurricular activities are usually headquartered here. There might be a club for water skiers. Bowling leagues? Bridge or chess club?
- Determine if library facilities are adequate. Ask students if books and reference materials are generally available or often “checked out.” Find out about the computer facilities. Is there easy access for users at different times during the day and night?
- Identify cultural activities on campus by checking campus bulletin boards for announcements about exhibits, recitals, concerts, performances and other events.
- Pick up an issue or two of the campus newspaper for additional perspectives.
- Check out fraternities and sororities. Fraternity and sorority councils usually have offices in the Student Center.

- Look for the bookstore. Is it convenient and well stocked with class materials? Where do you buy personal necessities, such as toothpaste and soap? Can you wash clothes on campus or must you go to the Laundromat in town?
- Find church or chapel facilities.
- Inquire about sports and exercise opportunities. Is it easy to participate in intramural sports? Anybody for a game of flag football or a lap or two around the track? Tennis or racquetball courts? Maybe swimming or ice hockey? What facilities are open to all students?
- Plan a campus escape. What activities are available off campus? Movie theaters? Mountain sports? Restaurants? Cultural Events?

TIPS FOR GETTING THE MOST OUT OF COLLEGE FAIRS

What to Bring:

- A pen and a small notebook
- A bag to hold all of the college brochures and information you get
- Questions you have written in advance.

During the Fair:

- Review the list of colleges at the fair and plan to visit the colleges that interest you most
- If the fair provides a map showing where college tables will be, plan a route to avoid back-tracking
- Jot down notes on each college you visit
- Pick up the business cards of any representatives for contact information in case of questions later
- Try to leave some time at the end just to browse through tables just in case you stumble on a college you hadn't considered

great

Some Questions You Might Want to Ask

- Is your College two or four years? What degrees do you offer?
- How large are your classes: How easy is it to get to know faculty?
- What kind of academic support is available? Tutors, writing labs, learning communities?
- Are first year courses large lecture halls? Do professors or graduate students teach courses?
- When must I choose a major?
- Where can I get an application? What is the application fee and deadlines? Can I apply online?
- What do tuition, room and board cost?
- What are the admission requirements?
- When is it best to visit the school? Do I need to make a reservation for a campus tour?

After the Fair

- DO:** Look through the materials and your notes within the week.
- DO:** Research colleges that interest you. Explore websites, request more information from admissions offices, and plan a visit.
- DO:** Apply to at least 3 or 4 schools.
- DO:** Take the ACT/SAT more than once. Many schools will super score.
- DON'T:** Put the college materials in the back of your closet. Organize files with information to keep for future reference.
- DON'T:** Wait until the last minute when applying for admissions, financial aid, scholarships or housing.
- DON'T:** Keep everything. Weed out colleges that are not a good fit.

TIMELINE FOR COLLEGE ADMISSIONS

August

JUNIORS

- Attend College Admissions Night at SHHS.

September

- Inquire about PSAT/NMSQT (National Merit Scholarship Qualifying Test) test date, time and place in October.
- Meet with your school counselor to review your courses for this year and plan for your senior year.
- Attend College Fair to get more information about colleges.

October

- Take PSAT/NMSQT.
- Make college visits during Fall Break.
- Consider taking the Armed Services Vocational Aptitude Battery (ASVAB) February

December

- Receive results of the PSAT/NMSQT. Read material sent with your scores and consult your counselor to determine how you might improve. This can be excellent preparation for your SAT and ACT.

January

- Continue to think about which college you'd like to explore.

February

- Continue to prepare for ACT & SAT.

March

- Write to college on your list and evaluate the literature sent to you.
- Make college visits during Spring Break.

April

- When selecting your senior courses, be sure to continue to challenge yourself.
- Take the ACT/SAT (double check date, time and place).
- Continue to evaluate colleges. Begin eliminating some choices from the original list.

May

- Look into summer jobs.
- Take AP exams if appropriate.
- Consider enrolling in an academic course at a local college, pursuing a summer school program, or working as a volunteer.

June

- Plan visits to colleges during the summer.
- Take SAT II tests if appropriate.

July & August

- Visit colleges. Take tours and have interviews.
- Continue to refine your college list.
- CREATE A PARCHMENT ACCOUNT

August

SENIORS

- Attend College Admissions Night at SHHS.
- Sign up for Oct. SAT or Sept. ACT.
- Meet with your counselor to be sure that your list includes colleges appropriate to your academic and personal record.
- Review your personal records with your counselor to ensure their accuracy.
- Register with NCAA Clearinghouse if you wish to participate in Division I or II sports in college.
- CREATE PARCHMENT ACCOUNT

September

- Write to the colleges still on your list and request applications.
- Plan visits to colleges (if you didn't get to them during the summer or if you want to return for a second visit).
- Complete Autobiographical Statement and/or resume to help counselors write Letters of Recommendations.
- Attend a regional College Fair to investigate further those colleges to which you will probably apply.
- Take Sept. ACT if appropriate and have scores sent to colleges.

October

- Begin to gather the information needed for applications.
- Line up your teacher recommendations.
- If applying for "early decision," send your application now. Also prepare applications for back-up schools.
- Start sending your applications.
- Sign up for Dec./Jan. SAT II if appropriate or Dec. ACT.
- Take Oct. ACT if appropriate & have scores sent to colleges.
- Research scholarship opportunities and file applications throughout senior year.

November

- Continue filing applications to colleges.

December

- Take SAT or ACT test. Have scores sent to colleges on your list.
- File your last college application.
- Attend Financial Aid Program at ETSU.
- Consult your counselor again to review your final list of colleges. Be sure you have all bases covered.
- If you applied for "early decision," you should have an answer by now.

January

- Keep working on your grades. Courses continue to count throughout the senior year.
- Fill out Free Application for Federal Student Aid (FAFSA)

February, March, April

- Remember to monitor your applications to be sure that all materials are sent and received on time.
- Compare scholarship and financial aid offers you receive. Pay strict attention to reply deadlines and requests for further information.
- Enjoy your final year in high school, but don't catch senioritis.

Before May 1

- Decide on the one college or technical school that you will attend. Send your tuition deposit. Be proud you've completed a difficult task.
- Notify the other colleges that accepted you that you have selected another college.

May

- Take Advanced Placement Exams.
- Complete SR Checkout form at Senior Meeting.