Tri-County High School Post-Secondary Planning

A Guide to Academic and Career Planning for Students and Parents

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Tri-County High School Graduation Requirements and Guidelines

Tri-County High School requires <u>22.5 credits</u> to graduate for the <u>Class of 2016 and 2017</u>, and <u>24.5 credits</u> to graduate for the <u>Class of 2018, 2019 and beyond</u>.

For the <u>class of 2017 and beyond</u>, students will need to earn a minimum of 3 math credits and 3 science credits. For the class <u>of 2018 and beyond</u>, students will need to earn a minimum of 2 CTE (career and technical education) credits, which include classes from: Agriculture & Natural Resources, Business & Information Technology, or Technology & Engineering.

<u>Agriculture & Natural Resources</u>	<u>Business Info & Technology</u>	<u>Technology & Engineering</u>
Animal Science I	Accounting	Technology I
Animal Science II	Computers II	Technology II
Horticulture	Business Procedures	CAD Introduction
FFA Leadership I	Career Exploration	CAD Architecture & Engineering
FFA Leadership II		Graphic Communications
Food Science		Metals
Landscaping		Multimedia Communications
Natural Resources		Power & Energy I
		Power & Energy II
		Woods I
		Woods II

It is the student's responsibility to complete all graduation requirements. Graduation requirements will be reviewed each year with the student and school counselor. Counselors, teachers, and parents will assist students in planning their programs so that they meet the following graduation requirements. Tri-County High School graduation standards meet or exceed the graduation requirements established by the State of Wisconsin. The following courses and credits are only those *required* of students for graduation. See Tri-County Area School District Course Catalog Grades 9-12 for more information on courses.

English		4 credits
	English 9 or English 9 Honors	1 credit
	English 10 or English 10 Honors	1 credit
	American Literature or AP Language & Composition	1 credit
	British Literature, or Oral & Written Communication	1 credit

Social Studies		3 credits
	Civics or Civics Honors	1 credit
	U.S. History or AP U.S. History	1 credit
	Social Problems	½ credit
	Social Studies Elective	½ credit

Mathematics		2 credits (2016) 3 credits (2017 +)
	Algebra I or Algebra I Block	1 credit
	Geometry or Geometry Block	1 credit
	Algebra II or Algebra II Block	1 credit

Science		2 credits (2016) 3 credits (2017 +)
	General Science	1 credit
	Biology	1 credit
	Science Elective	1 credit

Physical Education	1 ½ credits
Health	½ credit
Computers I	½ credit
Career & Technical Education (CTE)	2 credits
Personal Finance	½ credit
Parenting	½ credit

Early Graduation

1. All students may graduate after successful completion of 22.5 (class of 2016 & 2017) or 24.5 (class of 2018 and beyond).

2. Board Policy: Section 300: Instruction Early Graduation Code #345.61
   The Tri-County Area School District recognizes that in exceptional cases, a student may be eligible to seek early graduation. (For example, highly accelerated students or students who are older than their grade peers.)

   a. Requirements
      i. Students must meet all requirements in accordance with state law and established procedures. Only those students who meet all the requirements of the board's minimum required certifiable credits for graduation will be considered for early graduation.
   b. Requests
      i. All requests will be considered on an individual basis. All requests for early graduation must be made in writing to the Board of Education at least one semester prior to the expected withdrawal date using the "Application Form for Early Graduation From High School" (Code #345.61 "Exhibit). The application date for early graduation may be waived by the administration under special circumstances. A letter from the student and from the student's parents/guardians, if the student is under age 18, shall be included with the application and shall provide: reason(s) for the request, why greater benefit would be derived from leaving school early, anticipated activity during the year or semester when the student would not be attending school.
   c. Scholarships
      i. If a student (other than members of the 12th grade class) applies for early graduation, they relinquish the right to the higher education aids board scholarship and all other locally generated scholarships available to 12th grade students. A student requesting graduation in January of their 12th grade year is considered a 12th grade student and is eligible for all scholarships.
   d. Approval
      i. Final approval of early graduation requests are be made by the Board of Education upon the recommendation of administration at a regular board meeting.
   e. Diploma
      i. No formal diploma will be issued or commencement exercises held in mid-year. Those January graduates will be permitted to return for regularly scheduled commencement activities if they so desire.
   f. School Records
      i. School records will indicate completion of all graduation requirements.

g. School Activities
    i. Those individuals who graduate early will not be permitted to take part in any organized school activity (athletics, clubs, dances, field trips, etc.), with the exception of the regularly scheduled commencement activities. They will, however, be permitted to attend school functions open to the public, like any other member of the adult community.

Your High School Transcript

Meeting the requirements for graduation and receiving your high school diploma is one of the most important levels of accomplishment. It is also good to remember that your transcript is a permanent record of your academic accomplishments, which you will show to college admission counselors, military recruiters, potential employers, and scholarship committees. Realize that you have six to seven semesters to establish a record of your academic accomplishments and prove what you are capable of. Look at your transcript and ask yourself, "Is this a reflection of who I am as a student?" Your transcript will show:

- All the classes you have taken and the semester grades you received for each grade, 9-12
- Your cumulative grade point average, class rank, and credits earned, ACT score
- Whether or not you have a good work ethic (consistent performance in classes)
- Whether or not you have challenged yourself by taking rigorous courses
- Grade trends

Transcripts are usually sent to colleges early on in the student's senior year of high school, or whenever the student is completing their college application process. The colleges receive the transcript to review for admission decisions, and will request a final transcript at the end of the school year when second semester grades are submitted and are reflected on the transcript. This allows them to confirm or deny final admission decisions to the college.

Students can request their high school transcripts through the school counseling office.
Talk with the school counselor if you want to review your transcript, or would like to request one either for your own records or for a college/university. Transcripts can either be sent through the mail or faxed. The counseling office keeps a record of where transcripts are sent, and when, through Skyward.

If you have any questions regarding your high school transcript, please contact the counseling office.

Career Exploration

What if I don't know what I want to do after high school?

If you aren't quite sure what you want to do after high school, know that there are great opportunities and resources out there to help you figure it all out! The most common freshman major at universities is "undecided," and college students, even adults who have established their careers already, often change their career path! Course planning is paramount in making post-secondary goals attainable. Work with your school counselor, and take advantage of the many opportunities that come your way. This includes youth apprenticeships, job shadows, college visits, college education fairs, speaking with military recruiters, working part-time jobs, volunteering and expanding your involvement outside of school, and of course doing your own research!

Career Locker

Tri-County High School offers an internet-based career exploration program called Career Locker, formerly WisCareers. This program allows students to take interest and skill assessments, find careers that matches those interests and skills, see job availability and projected job growth in those careers, look for training programs and colleges, and more! Students can take and retake these assessments, and can access their portfolio at any time using their username and password. Talk to the school counselor for more information.

Wisconsin Career Pathways

Wicareerpathways.org is a free online program and is accessible to all Wisconsin residents. This program features Career Clusters and Pathways. Career Clusters are broad occupational groupings based on a set of common knowledge and skills, while Career Pathways are a sub-grouping of occupations and career specialties. Similar to the way Career Clusters are organized, Career Pathways are also grouped based on their requirements for a set of common knowledge and skills for career success. Below are the 16 clusters and their pathways. You can create an account for free by visiting http://www.wicareerpathways.org

Career Clusters and their Pathways	

1. Agriculture, Food, and Natural Resources
   a. Agribusiness Systems
   b. Animal Systems
   c. Environmental Service Systems
   d. Food Products and Processing Systems
   e. Natural Resources Systems
   f. Plant Systems
   g. Power, Structural and Technical Systems
	2. Architecture and Construction
	   a. Construction
	   b. Design and Pre-Construction
	   c. Maintenance and Operations

3. Arts, Audio/Video Technology, and Communications	4. Business, Management, and Administration

a. Audio and Video Technology and Film b. Journalism and Broadcasting c. Performing Arts d. Printing Technology e. Telecommunications f. Visual Arts	a. Administrative Support b. Business Information Management c. General Management d. Human Resources Management e. Operations Management

5. Education and Training
   a. Administration and Administrative Support
   b. Teaching/Training
   c. Professional Support Services
	6. Finance
	   a. Accounting
	   b. Banking Services
	   c. Business Finance
	   d. Insurance
	   e. Securities and Investments

7. Government and Public Administration
   a. Foreign Service
   b. Governance
   c. National Security
   d. Planning
   e. Public Management and Administration
   f. Regulation
   g. Revenue and Taxation
	8. Health Science
	   a. Biotechnology Research and Development
	   b. Diagnostic Services
	   c. Health Informatics
	   d. Support Services
	   e. Therapeutic Services

9. Hospitality and Tourism
   a. Lodging
   b. Recreation, Amusements and Attractions
   c. Restaurants and Food/Beverage Services
   d. Travel and Tourism
	10. Human Services
	   a. Consumer Services
	   b. Counseling and Mental Health Services
	   c. Early Childhood Development and Services
	   d. Family and Community Services
	   e. Personal Care Services

11. Information Technology
   a. Information Support and Services
   b. Network Systems
   c. Programming and Software Development
   d. Web and Digital Communications
	12. Law, Public Safety, Corrections, and Security
	   a. Correction Services
	   b. Emergency and Fire Management Services
	   c. Law Enforcement Services
	   d. Legal Services
	   e. Security and Protective Services

13. Manufacturing
   a. Health, Safety and Environmental Assurance
   b. Logistics and Inventory Control
   c. Maintenance, Installation and
	14. Marketing
	   a. Marketing Communications
	   b. Marketing Management
	   c. Marketing Research
	   d. Merchandising

Repair d. Manufacturing Production Process Development e. Production f. Quality Assurance	e. Professional Sales
15. Science, Technology, Engineering, and Mathematics a. Science and Math b. Engineering and Technology	16. Transportation, Distribution, and Logistics a. Facility and Mobile Equipment Maintenance b. Health, Safety and Environmental Management c. Logistics Planning and Management Services d. Sales and Service e. Transportation Operations f. Transportation Services/Infrastructure Planning, Management and Regulation g. Warehousing and Distribution Center Operations

Careful Planning and Course Selection

It is important for students to understand their strengths and weaknesses, and have knowledge of themselves to select careers or career areas with which their strengths are compatible. Students should also choose areas in which they have a high interest, but at the same time be realistic. Be sure to work with your school counselor and use the chart below to fill in classes you will take, and/or have taken, to create an academic plan that will prepare you for your future, and reflect your interests and abilities.

*Be mindful of your credit requirement for graduation, depending on what grade you are in, as well as your science and math credit requirements, CTE elective requirements, and other classes you need to fulfill for graduation!

*The chart below is just a draft, and can be arranged according to your wants and needs for course planning.

Recommended Student Academic Course Plan						
	Freshman Year		Credits		Sophomore Year		Credits
1.	Algebra I or Algebra I Block		1	1.	Geometry or Geometry Block		1
2.	Civics or Civics Honors		1	2.	Social Studies Elective(s)		½ - 1
3.	General Science		1	3.	Biology		1
4.	English 9 or English 9 Honors		1	4.	English 10 or English 10 Honors		1
5.	Physical Education	Health or Elective	1	5.	Physical Education	Health or Elective	1
6.	Computers I	Elective	1	6.	CTE Elective	Elective	1
7.	Elective	Elective	1	7.	Elective	Elective	1
8.	Study Hall or Elective		0 - 1	8.	Study Hall or Elective		0 - 1
			Total=				Total=
	Junior Year		Credits		Senior Year		Credits
1.	Algebra II or Algebra II Block		1	1.	Social Problems	Elective	1
2.	U.S. History		1	2.	British Literature or Oral & Written Communication		1
3.	Science Elective		1	3.	Parenting	Personal Finance or Elective	1
4.	American Literature or AP Language and Composition		1	4.	CTE Elective	CTE Elective	1
5.	Physical Education	Personal Finance or Elective	1	5.	Elective	Elective	1
6.	CTE Elective	Elective	1	6.	Elective	Elective	1
7.	Elective	Elective	1	7.	Elective	Elective	1
8.	Study Hall or Elective		0 – 1	8.	Study Hall or Elective		0 - 1
			Total=				Total=
*Class of 2016 & 2017 = 22 ½ Credits *Class of 2017 and beyond = 3 credits of Math, 3 credits of Science *Class of 2018 and beyond = 24 ½ credits, including 2 CTE courses						

Other Helpful Career Exploration Resources:

- https://www.wicareerpathways.org/Students
- http://www.onetonline.org/
- Mappingyourfuture.org/planyourcareer/careership
- http://www.asvabprogram.com/
- http://www.careeronestop.org/
- http://www.bls.gov/k12/students.htm

Job Shadowing

If you are interested in knowing more about a certain career and want to understand what someone does in that career on a day-to-day basis, students can "shadow" (observe, ask questions, and maybe do hands-on work) someone who is in the field/area of work. There are local and non-local professionals who are eager to work with students who have interest in their careers and are willing to help them become more informed. A job shadow can be a one-time occurrence with a professional/employer for anywhere between two hours to a full day, or can be a multiple day shadow, depending on the nature of the work. Students who choose to job shadow during a regular school day are excused. Talk with your school counselor to set up a job shadow if you are interested!

A Job Shadow Request Form is provided on the next page. Additional forms are in the Counseling Office.

Job Shadow Request Form

Contact Information

Name:_____

Student Phone #:_____ Student's Email:_____

Job Shadow Request

Have you discussed your career interests with your school counselor?   Yes   No

Which career or career field are you interested in job shadowing? Be specific, if possible.

_____

List any businesses or organizations you are especially interested in visiting for your job shadow:

_____

_____

Transportation

_____ I will provide my own transportation

_____ My parent/guardian will provide transportation

Student Agreement

1. Complete required form in a timely manner.
2. Follow the professional guidelines of the business and represent yourself and TC HS well.
3. Send a thank you note or letter to place of job shadowing experience.

Student Signature:_____ Date Requested:_____

Parent Agreement

I agree to let my child participate in a job shadow visit (location and information to be provided to student once the job shadow site has been secured).

Parent Signature:_____

Post-Secondary Options

Four-Year Baccalaureate Colleges and Universities

These institutions offer a curriculum leading to four-year Bachelor of Arts or Sciences degrees. A university usually has a liberal arts college as well as selected schools of business, education, engineering, etc. The admission requirements vary for each institution and in some cases, vary depending on the "school" within the university. Specific core class requirements need to be met and college entrance test results (ACT, SAT) must be submitted. Universities can be public or private. Public universities under the UW System in Wisconsin include:

University:	Location:
UW – Eau Claire	Eau Claire, WI
UW – Green Bay	Green Bay, WI
UW – La Crosse	La Crosse, WI
UW – Madison	Madison, WI
UW – Milwaukee	Milwaukee, WI
UW – Oshkosh	Oshkosh, WI
UW – Parkside	Kenosha, WI
UW – Platteville	Platteville, WI
UW – River Falls	River Falls, WI
UW – Stevens Point	Stevens Point, WI
UW – Stout	Menomonie, WI
UW – Superior	Superior, WI
UW – Whitewater	Whitewater, WI

Technical Colleges

Examples of the closest technical colleges are Mid-State Technical College in Wisconsin Rapids or Stevens Point, and Fox Valley Technical College in Wautoma (and other locations). There are other technical colleges in Wisconsin with many campus locations, all of which offer a variety of career-oriented programs that last from a few months to a few years. These programs can lead to a short-term certificate, a vocational degree (one year), or an associate degree (generally two years). Some courses/programs may transfer to a four-year college or university. The technical colleges in Wisconsin include:

Technical College:	Location(s):
Blackhawk Technical College	Janesville, Beloit, Monroe, and Milton
Chippewa Valley Technical College	Eau Claire, Chippewa Falls, Menomonie, Neillsville, and River Falls
Fox Valley Technical College	Appleton, Chilton, Clintonville, Oshkosh, Waupaca, and Wautoma
Gateway Technical College	Burlington, Elkhorn, Kenosha, and Racine
Lakeshore Technical College	Cleveland, Manitowoc, Plymouth, and Sheboygan
Madison College	Madison, Fort Atkinson, Portage, Reedsburg, and

	Watertown
Mid-State Technical College	Adams County Center, Marshfield, Stevens Point, and Wisconsin Rapids
Milwaukee Area Technical College	Downtown Milwaukee, Mequon, Oak Creek, and West Allis
Moraine Park Technical College	Beaver Dam, Fond du Lac, and West Bend
Nicolet College	Rhinelander
Northcentral Technical College	Wausau, Antigo, Medford, Merrill, Phillips, Spencer, and Wittenberg
Northeast Wisconsin Technical College	Green Bay, Marinette, and Sturgeon Bay
Southwest Wisconsin Technical College	Fennimore
Waukesha County Technical College	Pewaukee, and Waukesha
Western Technical College	La Crosse, Black River Falls, Independence, Mauston, Tomah, and Viroqua
Wisconsin Indianhead Technical College	Ashland, New Richmond, Rice Lake, and Superior

Two-Year Extension, Junior, and Community Colleges

The University of Wisconsin System has thirteen two-year extension campuses located throughout the state. These colleges offer more open admission requirements, lower tuition, solid academic foundation classes, and a guaranteed transfer to any UW four-year college if the GPA criteria are met. A two-year associate degree is available and classes can also be transferred to most four-year colleges. Depending on the location, some campuses may offer housing and a limited range of extra-curricular activities. Two-year extension colleges under the UW System in Wisconsin include:

College:	Location:
UW – Barron County	Rice Lake, WI
UW – Fond du Lac	Fond du Lac, WI
UW – Fox Valley	Menasha, WI
UW – Manitowoc	Manitowoc, WI
UW – Marathon County	Wausau, WI
UW – Marinette	Marinette, WI
UW – Marshfield / Wood County	Marshfield, WI
UW – Richland	Richland Center, WI
UW – Rock County	Janesville, WI
UW – Sheboygan	Sheboygan, WI
UW – Washington County	West Bend, WI
UW – Waukesha	Waukesha, WI
UW – Colleges Online (online UW)	Anywhere, USA

Proprietary Schools

These are schools that specialize in a specific trade or skill. Examples would be truck driving school, flight attendant school, and culinary school. Entrance requirements are generally open although art schools, for example, might require you to submit a portfolio. They may offer financial aid, but

usually offer only student loans based on the FAFSA. They may offer certification, licensing, or associate degrees.

Military

There are a number of military options for young men and women in the military. United States Military Service Academies, ROTC, and the active and reserve branches of the Army, Navy, Air Force, Marines, and National Guard are all branches of the military that Tri-County High School students have experienced. Recruiters can visit Tri-County High School during the school year with students who are interested. If you are interested, please talk to your school counselor and they can arrange to have you meet with a recruiter.

Apprenticeships

Apprenticeship is on-the-job training. The apprentice (person in training) works with a journeyman (the skilled craftsperson) for a specified number of years in order to become a skilled worker. Some have to wait to get into an apprenticeship program, but do not get discouraged! These are highly sought after training programs. To obtain details about apprenticeship opportunities, visit: http://dwd.wisconsin.gov/apprenticeship/.

Workforce

Students also have the option of going directly into the workforce after graduation from high school, either full-time or part-time. While it is more difficult to get a high-paying job without first obtaining post-secondary education, students can seek on- and off-site job training with their workplace, or obtain post-secondary education while working, at a pace that works with their personal and financial situation.

ACT (American College Test)

The ACT Assessment is a national college admission exam, which assesses high school students' general education development and their ability to complete college-level work. The test consists of 215 multiple-choice questions in four skills areas: English, Reading, Mathematics, and Science. There is a fifth area, Writing, which is optional, and measures skills in planning and writing a short essay. The majority of students in the nation take the ACT for college admissions, and do so their junior year of high school. Every college and university in Wisconsin accepts the ACT for admission.

The ACT takes approximately three hours and thirty minutes with breaks. The Writing test involves an additional 45 minutes. There are at least three good reasons to take the ACT:

1. The ACT is universally accepted for college admission. Almost all colleges, universities, and technical colleges in the U.S. now accept the ACT.
2. The ACT tests are curriculum-based. The ACT is not an aptitude or IQ test. The questions on the ACT are directly related to what you have learned in your high school courses in English, Reading, Mathematics, and Science.
3. The ACT is more than a test. The ACT also provides test takers with an optional interest inventory that offers information for career and educational planning.

When should I take the ACT? How do I register?

All junior students in the state of Wisconsin, including those at Tri-County High School, are required to take the ACT. The test will be given on March 1st, 2016 at Tri-County High School at no cost. Those who wish to take the test at a date other than this will have to pay the ACT fee. Students can choose to take the ACT as many times as they want, and schools will accept the best composite (average) score. It is recommended that students are well-prepared for the test, and can take a practice ACT booklet home and/or attend preparatory ACT classes (visit www.actstudent.org for the Test Prep Lab). You can register by going to www.actstudent.org, or visit the school counseling office. Note: Fee waivers are available for students who are eligible for free/reduced lunch. See your counselor for more information.

2015-2016 ACT Test Dates			
Test Date	Registration Deadline	Late Registration Period	Photo Upload Deadline
September 12, 2015	August 7	August 8-21	September 4
October 24, 2015	September 18	Sept. 19 – Oct. 2	October 16
December 12, 2015	November 6	November 7-20	December 4
February 6, 2016	January 8	January 9-15	January 29
April 9, 2016	March 4	March 5-18	April 1
June 11, 2016	May 6	May 7-20	June 3
Test Fees: ACT No Writing - $39.50 ACT Plus Writing - $56.50			
*No Fee for March 1st ACT given to juniors at Tri-County High School			

<u>ACT Test Preparation</u>

<u>ACT Facts & Tips</u>
1. The ACT includes four sections, English, Math, Reading, and Science, totaling 215 questions, and an optional writing section.
2. The ACT is given 6 times per year: January, September, October, December, February, April, and June.
3. Order the "test information release" for the ACT if it is offered. This means they will send the entire test back to you so you can analyze which questions you got wrong. The ACT typically offers this service on the December, April, and June exams.
4. Take the ACT at least once; however, research shows that of students who took the ACT more than once, 55% increased their composite score on retest.
5. Approximately 25% of students taking both the ACT and SAT do markedly better on the ACT.
6. The ACT is scored on scale from 1 to 36 based on a composite score derived from each of the testing sections.
7. The ACT testing time is 2 hours and 55 minutes, meaning students should spend about 50 seconds on each question.
8. The Science portion of this test deals mostly with graph interpretation and analysis of viewpoints so don't worry about studying any specific science course materials.
9. You should do at least ½ of a practice test per week as you prepare for your exam. You should increase this to at least one practice test per week in each of the four weeks leading up to your exam. This means you should spend ½ hour per night preparing.
10. Answer every question. Your scores on the multiple-choice tests are based on the number of questions you answer correctly. There is no penalty for guessing.
11. The ACT is universally accepted for college admission in the U.S., including Ivy League schools.
12. Go to the ACT with confidence, competitiveness, and try to relax as much as possible.
13. Proper planning and preparation are the keys to success!

<u>ACT Online Test Prep</u>
ACT offers a variety of ways to prepare for the test. Go to http://www.actstudent.org/testprep/ to learn more. They provide:

ACT Online Prep
- A library of lessons to review content assessed on the ACT in all four subject areas.
- Short-form ACT test, which gives a predicted score range.
- Full-length practice tests, which give you a predicted score range.

The Real ACT Prep Guide
- The official ACT prep guide that includes five actual retired ACT tests – each with an optional writing test.
- Explanations for all right and wrong answers.
- An in-depth look at the optional writing test and how it is scored.

- Valuable test-taking strategies for each test section: English, Mathematics, Reading, Science
- All you need to know about the ACT – formatting, registration, and how colleges interpret your score.
- A review of important topics in English, Math, Science and Writing.
- How to prepare – physically, mentally, and emotionally – for test day.

ACT Question of the Day – Each day a new ACT test practice question is posted

Preparing for the ACT (PDF file 64 pages) – a free student preparation booklet includes test information, complete practice tests with scoring keys, and a writing prompt.

SAT (Scholastic Aptitude Test)
The SAT assessment consists of three sections; the Critical Reading, Mathematics, and Writing sections. The Critical Reading section includes short reading passages along with longer passages. This section measures sentence completion and passage-based reading questions. The Mathematics section includes multiple-choice and student-produced response questions. The Writing section includes both multiple-choice and a short essay. Note: Most college-bound students take the ACT assessment. It is not necessary or required to take both tests unless there is a specific need, such as for students who receive a high score on the PSAT, who are potential Academic Excellence recipients, or for those rare schools that will only accept the SAT. Visit www.collegeboard.com to register online. Fee waivers are available to students who are eligible for free/reduced lunch.

Overview:
- Critical Reading – 70 minutes (two 25-min. sections; one 20-min. section)
- Mathematics – 70 minutes (two 25-min. sections; one 20-min. section)
- Writing – 60 minutes (one 35-min. multiple choice section; one 25-min essay section)

Accuplacer
The Accuplacer test is typically taken for students planning to attend a technical college. The Accuplacer determines your knowledge in math, reading and writing, as you prepare to enroll in college-level courses, and is used to identify your strengths and weaknesses in each subject area. Your test results are used by academic advisors to place you in the appropriate college courses that meet your skill level.

How Does Accuplacer Work?
Accuplacer test questions are based on your responses to previous questions. Questions will either increase or decrease in difficulty depending on how you respond. Accuplacer tests are untimed; however, it is important to allow yourself enough time to complete the test since test results are a key factor in determining the course(s) you can enroll in. The test results are available immediately following the test. Students can take the test at school for $10 (for those attending MSTC) and is between $10-$20 if taken at the technical colleges. For testing days/times, contact the college at which you wish to take the test. Visit http://accuplacer.collegeboard.org/students for more information.

ASVAB (Armed Services Vocational Aptitude Battery)
The ASVAB assesses academic ability and predicts success in a variety of military and civilian occupations. It is particularly useful for students who would like to know more about their skills and aptitudes, and is the most widely used multiple choice aptitude test battery in the world. Students are tested in four critical areas: Arithmetic Reasoning, Word Knowledge, Paragraph Comprehension, and Mathematics Knowledge. Scores obtained in these areas count toward students' Armed Forces Qualifying Test (AFQT) score. These scores help students to get a good sense of their verbal, math, and science and technical skills compared to other students in the same grade. ASVAB results are reported to students and counselors on the ASVAB Summary Results sheet. The ASVAB Summary Results provide students with appropriate explanations of the scores, as well as suggestions for their use.

College Visits

By visiting a college campus, work facility, or other organization, students can often determine whether or not it is a right fit for them. Many students with plans for college have said this was one of the primary factors that helped them decide what school they wanted to attend. Most students begin visiting colleges their junior year, but it is never too early to start college visits! Feeling comfortable on a campus and finding your "home away from home" is one key to making a successful transition. Campus tours and contacts for each campus are listed in the annual "Intro to the UW System" booklet, which can be found in the counseling office.

Questions to Ask on Your College Visit

To make the most out of your campus visit, consider creating a list of questions or discussion points. The questions below are some sample questions you can use to serve as a guide to help you clarify what college information is necessary to assist you in selecting the best campus to meet your needs.

Admission Criteria
- What is the average grade point average and class rank for freshmen who are admitted?
- What admissions test (ACT/SAT) is required? What is the range of scores that a typical freshman may have?
- What factors are important in the admission selection process? Are essays, letters of recommendation, foreign language, etc., required?
- How do I apply? Do you have rolling admission? Early decision? What are the deadlines and notification dates?

Academic Programs
- What are the "top" majors or academic programs? Are there any unique programs? Pre-professional (pre-med, pre-chiropractic, pre-physical therapy, etc.) programs? ROTC?
- How large are the classes? What is the student-faculty ratio?
- How do freshmen choose their courses? What courses are required?
- At what point does a student have to choose a major?
- What percentage of your students completes the four-year or two-year programs at your school?
- What types of research opportunities are available?

Cost and Financial Aid
- What is the annual cost of tuition, fees, room and board for students?
- What financial assistance is available?
- Is all financial aid based on need, or do you offer merit scholarships? Do you offer scholarships for students with special talents? Athletic scholarships?
- Do you offer any work/study programs?
- Can students work on campus? Are there jobs on campus for students not receiving financial aid assistance?
- If admitted, when do you require a deposit? Is the deposit refundable?
- What percentage of students receives financial assistance?

Campus Setting

- What is the student enrollment? How large is the city?
- Does the college/university or nearby community offer cultural opportunities?
- Is there easy access to stores and other community facilities?
- What is the composition of the student body (geographically, male to female, etc.)?
- If you have fraternities and sororities, what percentage of students belongs to those organizations?
- What are the student activities available on campus? What clubs, organizations, and sports are there?
- What makes your campus different or unique in comparison to other campuses?

Housing Facilities
- What percentage of students lives on campus? What percentage of the students stays on campus over the weekends?
- What types of housing are available? Can the students cook in the residence halls? Do students who live on campus have to purchase a meal plan?
- How are roommates selected? Can a student change if she/he is not compatible with the roommate?
- Are the residence halls coed or single sex? What rules do you have regarding visitation?
- Are residence halls quiet enough so that students can study in their rooms, or do they usually study in the library?
- Are freshman required to live on campus? Are residence halls available to students after their freshman year?

Student Services
- Are there counseling facilities on campus? Can a student go to an office or center to receive counseling for educational or personal problems? Does the faculty make itself available to students for consultation and guidance?
- What facilities do you have for career guidance?
- Are students given any assistance finding jobs in their fields of interest? What types of jobs are available on campus for students?
- How much assistance is given to students in finding jobs upon graduation?
- What are your graduation and retention rates? What percentage of last year's graduating class was successful in obtaining jobs related to their major fields of study?
- What percentage of students goes to graduate school?
- If the college/university is associated with a religious denomination, are members of other denominations required to attend classes in religion of any kind?
- Are there religious groups on campus? Are there places of worship on campus or nearby?

College Visit Comparison and Checklist

College/Facility Name: _____Date of Visit: _____/_____/_____

- ❑ Take a campus/facility tour
- ❑ Take pictures
- ❑ Eat in the cafeteria
- ❑ Pick up an application
- ❑ Pick up financial aid forms
- ❑ Check out a real dorm room
- ❑ Read student/organization newspapers
- ❑ Sit in a class or two
- ❑ Talk to a supervisor, or professor in a subject of interest
- ❑ Talk to a coach in your sport
- ❑ Walk around town
- ❑ Go to a campus event – game, concert, etc.
- ❑ Ask current students/employees what they love or hate about the college/organization.

Campus Ratings: 1(low), 5(high)		
	Notes	Rating
Campus/Facility		1 2 3 4 5
Dorms		1 2 3 4 5
Classes/ Academics		1 2 3 4 5
Library		1 2 3 4 5
Food		1 2 3 4 5
Fitness Center		1 2 3 4 5
Social Life		1 2 3 4 5
Overall Feel		1 2 3 4 5
Other Notes: Can you picture yourself here?		

Contacts

Write down names of anyone you want to remember or contact later – admission and financial aid staff, professors, coaches, students, supervisors, etc.

Name: _____Contact Info:_____

Name: _____Contact Info:_____

Name: _____Contact Info:_____

Name: _____Contact Info:_____

Name: _____Contact Info:_____

College Visit Permission Form

College/Facility Visit Procedures

- ❑ Discuss college visit with your school counselor beforehand.
- ❑ Check for college visit availability (dates/times) and register or arrange for visit, and see your school counselor for assistance if necessary.
- ❑ Complete this permission form and obtain signatures from a counselor and parent.
- ❑ Print confirmation of college/facility visit registration (if available) and attach to this form.
- ❑ Ensure a parent/guardian excuses your absence for the date of visitation by attaching a note to this form.
- ❑ Understand you are responsible for transportation and any work that is missed prior to your college visit.
- ❑ Return this form to the counseling office a week before your visit.

Student Name:_____Grade:_____

Student/Parent Agreement

I agree to let my child visit the college listed below, and understand he/she will need to provide his/her own transportation or that I will provide the transportation.

Parent Signature:_____ Date Signed:_____/_____/_____

I have discussed the college visit with my counselor and parent, and understand that any homework or tests of classes missed during the college visit will be arranged prior to the visitation.

Student Signature:_____Date Signed: _____/_____/_____

Counselor Signature:_____Date Signed:_____/_____/_____

College Visit Details

Name of College:_____

Location of College:_____ Date of Visitation:_____/_____/_____

Paying for College and Post-Secondary Transitions

Financial Aid

Students may receive a certain amount of financial aid based on the family's financial situation. All students and their parents are encouraged to apply for financial aid in January or February of the student's senior year. The application form that needs to be filed is called the FAFSA, or Free Application for Federal Student Aid. It is available at www.fafsa.gov.

Financial need is based on the following factors:
- Income of both parents, or the primary parent if parents are divorced
- Assets (savings, etc.)
- Number of dependents
- Number of children in post-secondary school
- Years from retirement
- Formula: Cost of Attendance (COA), minus (-) Expected Family Contribution (EFC) equals (=) Financial Need (Note: this would later be explained in the Financial Aid and Scholarship Night hosted by Tri-County High School)

Even though some families may not receive need-based aid, they may be eligible for different types of loans based on the information supplied on the FAFSA form. The primary types of financial aid include:
- Grants (these are need-based awards from both the federal and state agencies)
- Scholarships
- Loans (a variety of loans both need and non-need based)
- Work-Study programs

Sources of Aid
- Scholarship Search – www.fastweb.com
- College Savings Plan Network – www.collegesavingsplan.org
- AmeriCorps – www.americorps.gov
- Direct Loans – www.direct.ed.gov
- Student Loans – www.studentloans.gov

Financial Aid Web Resources
- FinAid – www.finaid.org
- Fastweb College Gold – www.collegegold.com
- EduPASS: International Students – www.edupass.org
- College Goal Sunday – www.collegegoalsundayusa.org
- Federal Student Aid for Students – www.studentaid.ed.gov
- Mapping Your Future – www.mappingyourfuture.org
- OPE (Office of Postsecondary Education) – www.ed.gov/ope
- Financial Aid Calculators – www.finaid.org/calculators

Loan Information
*Always borrow federal first. Federal student loans are cheaper, more available and have better repayment terms than private student loans.

Federal Perkins Loan
- For undergrad and grad students
    - Undergrad students: loan amount up to $5,500, depending on school.
    - Grad and professional students: loan amount up to $8,000

Direct Subsidized Stafford Loan
- For undergrad students enrolled at least half time
    - Loan amount between $3,500 and $5,500, depending on school.
    - No interest charged while in school
    - Department of Education is the lender

Direct Unsubsidized Stafford Loan
- For undergrad and grad students enrolled at least half time
    - Loan amount between $6,000 and $20,500, depending on school, less subsidized amount.
    - Student is responsible for interest.
    - Department of Education is the lender.

Direct PLUS Loan for Parents
- For parents of dependent students enrolled at least half time.
    - Loan amount is maximum cost of attendance, less any other financial aid.
    - Parent is responsible for interest.
    - Department of Education is the lender.

Direct PLUS Loan for Grad or Professional Students
- For grad or professional students enrolled at least half time.
    - Loan amount is maximum cost of attendance, less any other financial aid.
    - Student is responsible for interest.
    - Department of Education is the lender.

Private/Alternative Loan
- More expensive than Federal student loans.
    - Eligibility, interest rate, and fees based on credit scores. For more information on private and alternative loans, visit: www.finaid.org/privateloans

Scholarships
Scholarships become available at the beginning of students' senior year and throughout the year until approximately February/March. Students are encouraged to check with their prospective schools that they are attending for scholarship opportunities.

Scholarship Scams:

Scam Warning Signs:

- You have to pay a fee to apply
- Money-back offers or guarantees
- Credit card or bank account information required
- Provides "exclusive" information

Scams: "Phishing" & "Pharming"

- "Phishing" - unsolicited emails that bear the logo of your bank or credit card; appears legitimate but are traps to lure you into giving out your personal account information. Never give out social security, credit card, or bank account numbers to unsolicited emails or calls.
- "Pharming" – unsolicited emails that encourage you to visit a website or click on suspicious links; make sure your inbox spam filters are up to date. Be careful about giving out your contact information or email address.

Positioning Yourself for Scholarships and Other Helpful Tips

There are some things students can do throughout their high school years to put themselves in a more competitive position to receive scholarships. It is important for students to document activities and experiences through a resume which will enhance college and scholarship applications. Here are some suggestions:

- Start to develop your academic resume utilizing Career Locker, Wisconsin Career Pathways, your English teacher, or school counselor.
- Follow the directions on the application very carefully. Type-written applications are strongly encouraged. Be neat, grammatically correct, concise, and make sure all application materials are included. Just as important, remember that the committee can only evaluate you based on what you include in the application. This is not the time to be modest!
- Continue to be involved or get involved in school, community, and church activities. Talk to your counselor if you need ideas.
- Volunteer and give back to your community!
- Participate in leadership opportunities (e.g., conferences, workshops, running for office, etc.)
- Get to know your school counselor and at least a couple teachers on a more personal level. These are the important people who could write your recommendations and the more they know about what makes you a unique individual, the better the recommendation they will be able to write.
- Begin to formulate different essays about your goals, both educationally and career-wise. Questions that often are asked on scholarship applications are:
  - "How will your presence enrich our campus and community?"
  - "Tell us what you would like us to know about you besides your GPA and test scores."
  - "What are your educational and career goals?"
  - "Discuss an activity/experience that had a significant impact on your life."
- Beware of scholarship scams:
  - If you're asked to pay money to apply, do NOT apply! You should never have to pay to apply for a scholarship.

- o If you are told, "you are a finalist," or "you have been selected by a national foundation…" do NOT be fooled – most legitimate scholarship programs almost never seek out particular applicants. Most sponsors will contact you only if you have sent an inquiry.
  - o If you're asked for a credit card or checking account number in advance, do NOT provide such information! Always get information in writing first before considering giving that information.
- If you have been approached or are concerned about the legitimacy of a scholarship offer, contact the Federal Trade Commission's Consumer Response Center at www.ftc.gov.

Financial Aid Information Night

Tri-County High School will annually host a Financial Aid Information Night. It is essential for parents and students to attend, as the information provided will focus mostly on filling out the FAFSA application, which is the single most important thing you can do to receive financial aid to help pay for college.

<div align="center">

Financial Aid Information Night

Wednesday, December 16th, 2015

6:00 PM – 8:00 PM

Lecture Hall, Tri-County High School

Lori Hoppa, College Access Advisor for Great Lakes

NO COST – FREE

</div>

Applying for College

College Application Process

The college application process can be a daunting, sometimes anxiety-provoking process for a lot of students, especially if you are planning to apply to multiple colleges, all with different requirements. Most colleges and universities have resorted to using only online applications, which has actually made the process much easier for students. Students can fill out an application online, save and come back to it later, upload transcripts and test scores, and check the status of their application by the click of a button. Students use this checklist to ensure their college application process goes seamlessly and with as little stress as possible:

- ❑ Participate in your Junior Planning Conference with your school counselor in the fall of your junior year. This is a time to discuss post-secondary planning, as well as get questions answered about the college application process!
- ❑ Take your ACT your junior year of high school (remember, all juniors take the ACT at Tri-County High School on <u>March 1st, 2016</u>). You can take it earlier or later as well, but with a fee.
- ❑ Know what school(s) to which you want to apply. If you don't know, talk to your school counselor to find out more about different colleges. Better yet, do a campus visit to really get a "feel" for whether or not you can see yourself there.
- ❑ Know when you can start applying for each college, and when the deadlines are – start early (September or October is good)!
- ❑ Read up on information about the college's admission requirements (GPA, class rank, high school courses required, test scores, etc.,) and contact the college for questions early on. College informational booklets are available each year, which includes admission requirements for each college. Visit the counseling office if interested!
- ❑ Ask your school counselor if you have questions at any time. He/she will help you the best they can, however you will have to do most of the work!
- ❑ Look at the essay questions you will have to write for the college application (your counselor will likely have an idea of what you'll need to write), and begin writing drafts of your essays. Have someone read over and edit your essays to ensure they are written well and that you answered the question thoroughly and concisely.
- ❑ Create a list of extracurricular activities, volunteer work, jobs, etc., that you have been involved in (better yet- a resume). This information will be asked of you on your applications.
- ❑ Request your high school transcripts to be sent to any colleges or universities you are interested in applying to.
- ❑ Your ACT scores will be on your high school transcript. Some colleges will require official ACT scores be sent to the college, others will not. Be sure to look into each college's requirements for sent scores, and follow the guidelines as stated. Tri-County High School cannot send your official scores for you – you will have to log into your ACT account and send them yourself. Visit www.act.org to register.

❑ Read carefully through the college application, and follow instructions precisely. Most online applications will allow you to save your work, log out, and come back to finish at your own convenience. Be sure to save your work as you move through the application.

❑ If you fill out a paper copy, be sure to have an extra application on hand if you make mistakes. Type up the application, if possible, otherwise complete it in blue or black ink, and write very neatly.

❑ Know the application deadlines for each college, and be sure to submit your application early. Understand the timeline for application reviews by each college, and be patient if you do not hear back right away from the college. This takes time! There are literally tens and hundreds of thousands of applications that must be reviewed by college admissions people. You can sometimes check the status of your application online, otherwise contact the college admissions office and they should be able to tell you. If you haven't heard back in a while, you might be missing a portion of the application (transcript, application fee, etc.).

Choosing a Major / Career:

When applying for college, you will likely be asked what you intend on majoring in, or what program of study you wish to pursue. This is so that the colleges can gauge not only how many students could enter those programs, but also whether or not you are academically prepared for those programs (most programs have a GPA requirement or particular course background in which you should be prepared before beginning the program). Many students enroll in college as "undecided" and remain undecided during their freshman year. It is okay to enroll as an undecided major, especially if you are attending a four-year university, as most students have up until halfway through their sophomore year to declare a major and take "general education" courses their first few semesters. However if you are attending a technical college, you will want to know your career path since most technical college students enroll in a specific program or area of study as early as their first semester of their first year. Talking to your school counselor is a good start if you are unsure. Speaking with college academic advisors at the college of your choice is highly encouraged, since they can help inform and guide you in your decisions that are specific to the college and degree requirements.

Visit UW Help if you have any questions regarding college programs and the process of declaring and completing college majors/programs. http://uwhelp.wisconsin.edu/index.aspx

Student Letter of Recommendation Request Form:

Please use this form when requesting recommendation letters from staff members. The information you provide on this form aides in creating a powerful letter of recommendation. Please ask staff 2-3 weeks in advance for a letter of recommendation. Additional forms are in the Counseling Office.

Student Name:_____

1. Layout of letter: Please check one below:
   Letter should be on a school letterhead _____, or a form will be provided_____.

2. Date letter of recommendation should be completed:_____

3. Delivery of the letter – Please check one below:
   Returned to student _____, or delivered to address (provided below) _____

4. Letter of recommendation purpose: (Please indicate if this letter should be addressed to a college admissions office, a scholarship committee, or if you want a general letter of recommendation).

5. Are there any specific items that need to be emphasized? (Academic ability, athletics, character, classroom participation, leadership skills, etc.).

6. What are your plans after high school? Where do you plan to attend college, and what do you hope to study?

7. Please indicate any work experience you have had, either paid or volunteer, while in high school:

8. Please provide a list of extracurricular activities you have participated in, and any special awards or honors you have had in these activities:

9. Please list any outside community involvement, hobbies, other interests, or any information that you believe would be helpful for this letter of recommendation (challenges you have faced, or additional activities you have been involved in). Use a separate piece of paper to complete this form if you need to.

Applying for Jobs

Interviews

It is important to know proper interview skills for when students apply for jobs and apprenticeships. Students should consider going through mock interviews for practice, and create and perfect a resume. Here are some helpful things to consider for your interviews.

Interview Dos and Don'ts:

Before the Interview

- Know the location of the interview, and give yourself enough time to get there, park, use the restroom, and prepare.
- Arrive at the interview well-rested, showered, with your hair neat and professional and with your teeth brushed.
- Arrive ten minutes early to the interview. This will allow you time to complete any pre-interview paperwork and it demonstrates that you are prompt.
- Wear a conservatively colored two-piece suit to an interview. Navy blue or black is best. Men should wear a tie with a conservative pattern.
- Be sure your shoes are clean and polished. Women should wear a conservative heel, and black lace-ups are best for men.
- Women should wear conservative (no runs!) hosiery to an interview. Men should wear dark socks.
- Remember to bring copies of your resume, references, work samples, and your personal calendar (for scheduling future interviews).
- Don't bring your cell phone or have it visible to the interviewer or employer.
- Avoid trendy hairstyles and hair accessories.
- Don't wear excessive amounts of cologne or perfume.

During the Interview

- Begin and end the interview with a firm handshake and good eye contact.
- Address your interviewer formally with Ms., Mr., or Mrs., even if they give you their first and last name.
- Don't sit until your interviewer sits, or you are told to sit.
- Display proper posture and remember to smile.
- Don't slouch. Be conscious of the image your body language is projecting.
- If you are wearing a skirt, always cross your legs at the ankles. Short skirts are never appropriate for an interview, nor are bare legs.
- Carefully listen to, and answer, the question that is asked of you. If you don't understand the question or need clarification, it is okay to ask!
- Don't ramble on or say "like…" and "um…"
- Don't talk badly about any previous employer; this speaks poorly of you and your character.
- Be confident and exhibit passion in your responses for why the job is right for you.
- Be honest and be yourself (your best professional self).

- Explain why the job is right for you, and why you are a good fit for the job – but do not solely give reasons such as salary or location.

After the Interview
- Follow up with questions for the employer; this tells the employer you are genuinely interested in the company and want all the information you can get.
- Again, give a firm handshake and good eye contact.
- Follow up with a thank you card or email stating your appreciation for having the opportunity to meet with the interview committee.
- Make some notes for yourself so you remember any important details from the interview.

Resumes and Cover Letters

A resume is a summary of a person's education, qualifications, and previous experience. You can begin creating a resume as soon as you start building experience in different jobs, activities/sports, and skills. If you don't want to create a resume, you can at least start making a list of jobs, activities/sports, and skills, so that any time you apply to a job, college/university, etc., you have that list from which to refer. Things that you document in your resume can also be used when you fill out college applications! Continue to update your resume as you add to your experience with sports, jobs, clubs, leadership roles, etc.

What should be included in a resume?
- Objective: Your objective should include the reason for applying for the job, and what you hope to accomplish. It is simple and concise, yet grabs the reader's attention. This should be the first thing listed on your resume.
- Education, training, and experience: List your highest level of education (high school diploma, associate's degree, and any training and/or experience you have had that is relevant to the job).
- Skills and personal characteristics: List any skills and personal characteristics you have that would aid in your success to the job. For example, if you are applying to be a mail person, you would want to include skills and characteristics such as: physically fit (shows you are strong enough to carry heavy loads), honest and trustworthy (shows you can be trusted to handle personal and private information), safe driver, organized, and a good communicator.
- References: List at least two to three personal/professional references for the employer to contact. These people should be people other than close friends and family, and could include: coaches, teachers, mentors, bosses, coworkers, or a person with whom you have worked in some capacity.
- Contact information: List your most current contact information. This should include a home address, phone number, and email.

Additional Resources
- Places where other helpful information on resumes and cover letters can be found:
  - Business Education Instructor
  - UW-Madison's Career Services Center website:
    http://careers.ls.wisc.edu/resume-and-cover-letters--students.htm

Post-Secondary Planning Timeline and Checklist

Freshman Year
- ❑ Create and review your four-year academic plan. Make sure you are choosing appropriate courses for graduation and your post-secondary plan.
- ❑ Grades count! Starting your freshman year, the grades you earn will count toward your GPA, and will be used toward graduation and college admission. Start strong, and be sure to monitor your grades often.
- ❑ Take career interest inventories through Career Locker and Wisconsin Career Pathways.
- ❑ Get involved in school and community activities to build up your extracurricular involvement experience.
- ❑ Meet with your school counselor for any questions or concerns regarding your academic and career plan.

Sophomore Year
- ❑ Take the ACT Aspire test for sophomores (part of the ACT Suite; this is required of sophomores).
- ❑ Review your transcript and evaluate your GPA. Research college entrance requirements and visit the campuses you are interested in.
- ❑ Revise/start your resume. Get involved in school, community, and work activities.
- ❑ Set up a Career Locker account, as well as a Wisconsin Career Pathways account. Both are free, and allow you to explore career and educational opportunities. You can access both accounts from home at any time!
- ❑ Review/revise your four-year plan. Visit with your school counselor to discuss classes for next year.
- ❑ Set up a job shadow. Visit with your school counselor to learn more.

Junior Year
- ❑ Attend the Wisconsin Education Fair (WEF).
- ❑ Attend your Junior Planning Conference with your counselor and parent/guardian.
- ❑ Review your transcript and evaluate your GPA. Make sure you are choosing appropriate courses for graduation and your post-secondary plans.
- ❑ For students interested in attending a four-year college, consider taking the PSAT, which is administered in the middle of October. Cost is around $14.00
- ❑ Continue your involvement and activities. Update your resume.
- ❑ Research college entrance requirements, and be sure you are on track for meeting those requirements if you plan on attending there.
- ❑ Visit college campuses you are interested in attending to narrow down your list of schools.
- ❑ Sign up to meet with college representatives – check with the School Counseling office to see who is visiting when.
- ❑ Review your four-year plan. See the high school course catalog and visit with your school counselor to discuss more in depth.

- ❑ Take the ASVAB, whether you are interested in joining the military or not! It is an excellent interest and ability assessment.
- ❑ Take your ACT – given at Tri-County High School on <u>March 1st, 2016</u> to all junior students at no cost. Students who wish to take the ACT prior to or after that may do so, but must pay the fee.
- ❑ For students interested in technical colleges, applications can be submitted as early as second semester of junior year. A complete application includes the application, application fee, transcript, and test score such as the ACT or Accuplacer. Apply early and avoid program waitlists!

Senior Year

- ❑ Attend your senior meeting with your school counselor in September/October.
- ❑ Attend the Wisconsin Education Fair (WEF).
- ❑ Complete your college applications. It is recommended that students apply to at least two to three schools (have a backup plan), and to have all materials submitted to your college or university by the end of October/November. It is the student's responsibility to know deadlines for each school, and what is required for each.
- ❑ Begin requesting letters of recommendation that may be needed for college or scholarship applications. Plan ahead and request letters at least three weeks in advance. At least one letter should come from an academic teacher who knows you well.
- ❑ ACT/SAT retakes (if necessary) should be taken as early in the fall as possible.
- ❑ Take the Accuplacer test if you are applying to a technical college. This is typically what is used for admission to technical colleges.
- ❑ Sign up to meet with college representatives – check with the School Counseling office to see who is visiting and when.
- ❑ Attend the Financial Aid Night to learn more about the FAFSA application and scholarships. It is suggested that the FAFSA is completed in January or February. Estimated tax information or completed taxes are needed to complete the FAFSA.
- ❑ Fill out scholarship applications. Ask your counselor, parent/guardian, and employer what scholarships are available and how to apply if you're not sure. Parent's places of employment often offer scholarships to children of employees, and it is good to apply!
- ❑ Complete housing applications (dorms, etc.).
- ❑ Take placement tests in the spring.
- ❑ Confirm your enrollment at the college you choose to attend, usually by May 1st.
- ❑ Before graduating, request your final transcripts to be sent to the college or university you are attending.

Additional Helpful Resources

Colleges
- www.privatecolleges-wisc.org/ - *Wisconsin Private Colleges*
- http://uwhelp.wisconsin.edu/ - *Wisconsin Public Universities*
- www.uwsa.edu/tis– *UW Transfer Information System*
- www.mnscu.edu/ - *Minnesota State Public Universities*
  www.umn.edu – *University of Minnesota Public Universities*
- www.knowhow2gowisconsin.org/ - *College resource*
- www.globalcomputing.com/universy.html - *National College search*
- www.collegeboard.com/ - *SAT information*
- www.act.org – *ACT information*
- www.march2success.com –*ACT/SAT Prep*
- www.4tests.com – *ACT/SAT/TOEFL Prep*
- http://colleges.usnews.rankingsandreviews.com/college - *College rankings*
- http://apps9.uwex.edu/pls/uwhelp/MajorMania - *College major search*
- www.ecampustours.com/ - *Tour campuses*
- https://www.apply.wisconsin.edu – *online UW system application*

Career Planning Websites
- www.wicareerpathways.org– *Wisconsin Career Pathways*
- http://www.asvabprogram.com/ - *Info on the ASVAB assessment*
- http://www.bls.gov/k12/students.htm - *Bureau of Labor Statistics for students*
- http://wihealthcareers.org -*Wisconsin Health Careers*
- http://online.onetcenter.org -*Onet Center*
- www.careerinfonet.org -*Career InfoNet*
- www.mappingyourfuture.org/planyourcareer/careership -*Career Ship*
- www.bls.gov/oco - *Occupational Outlook Handbook*
- http://stemmidwest.org- *Midwest Alliance offers programs for students with disabilities who are interested in STEM-related fields.*

Technical Colleges
- www.witechcolleges.com/ - *Wisconsin Technical Colleges*
- http://cset.sp.utoledo.edu/twoyrcol.html - *National two year schools*

Financial Aid
- http://heab.state.wi.us/programs.html - *state financial aid information*
- www.fafsa.ed.gov/ - *Free Application for Federal Student Aid*
- www.wicollegegoalsunday.org– *College Goal Sunday (event to help complete FAFSA)*
- www.studentaid.ed.gov. – *Financial Aid Information*
- www.fastweb.com/ - *National Scholarship search*
- www.finaid.org/ - *Financial Aid information*
- www.ed.gov/students -*Funding college*
- www.wasfaa.net/ - *Wisconsin Financial Aid information*
- www.schoolsoup.com/ - *Scholarship search*
- www.collegeboard.com/student/pay/scholarships-and-aid/8374.html - *CSS/Financial Aid profile*