

Q&A

EXPERTISE WHEN IT COUNTS

COLLEGE ADMISSION QUICK GUIDE

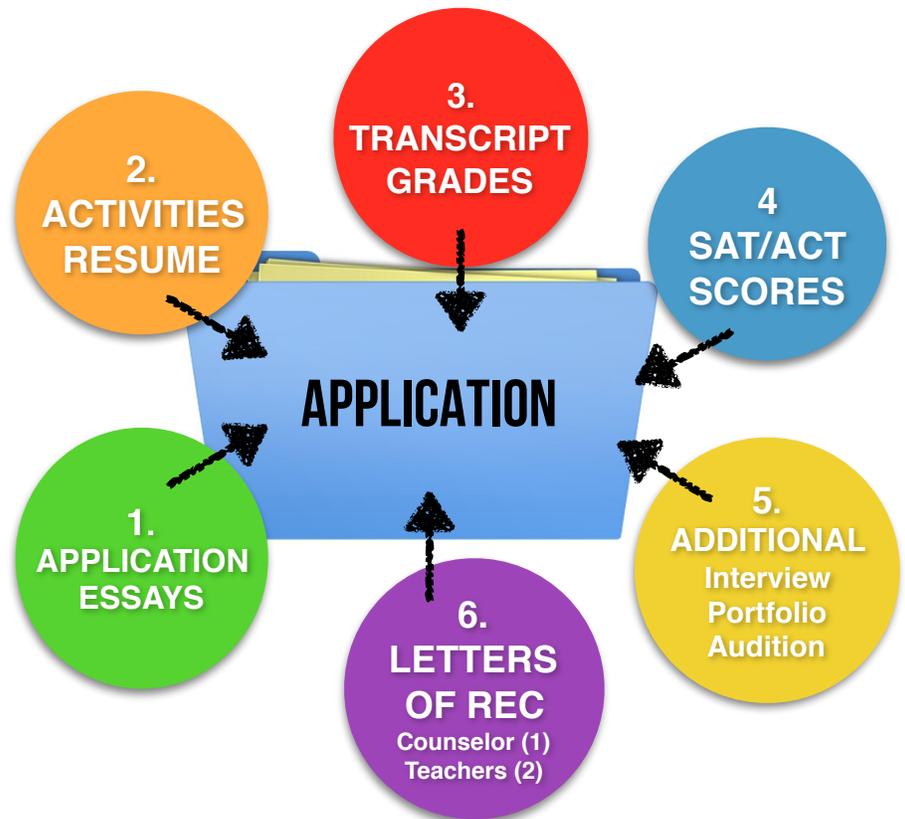
EVERYTHING YOU NEED TO KNOW TO APPLY TO COLLEGE!

CREATING YOUR COLLEGE LIST

- Work with an Q&A advisor who knows and understands colleges and majors to help you create a realistic list.
- Try to limit your list to 10 schools. Applying to college is about managing relationships with schools you are interested in and you can't properly do that with a huge list of schools. Adding more than you can handle will back fire.
- A third of the list should be schools you are likely to get into, a third should be schools you have a 50/50 chance and a third should be Reach schools which means you are qualified but acceptance rates are highly competitive.

TYPES OF ADMISSIONS

1. **Early Decision** allows a student to apply to only one school early decision and to agree to attend that school if admitted. Students must be sure about their Early Decision choice because this commitment is binding.
2. **Early Action** a student is allowed to apply early and if admitted, can continue applying to other colleges. Policy is to ask students to limit their Early Action schools to their top two or three choices and if admitted to those EA schools, they should limit their applications to other colleges. This policy helps schools strongly advocate for other students who are applying to the same schools under regular decision.
3. **Rolling Admissions** is where you fill out the application, submit it and it is evaluated within ten weeks or so and a decision is sent out. Those applications should be completed first and early in the fall when possible. Many large public institutions like University of Arizona and University of Colorado Boulder have rolling admissions.
4. **Priority Decision** If you apply before this deadline, you have a higher chance of getting admitted and/or receiving a scholarship. Many state and/or public universities use priority deadlines to encourage early applications. They do not guarantee admissions to those who apply after the priority deadlines but do accept some of those applications.
5. **Regular Decision** is the most popular option and those applications are usually due between January 1st and February 15th. Those decisions are released between March and April.



Send any of these elements at anytime. Once a college receives information from you they will open a file and start dumping everything into it!

PAY ATTENTION TO DEADLINES

1. APPLICATIONS/ESSAYS

FILLING OUT THE APPLICATION
Stay organized! follow directions, take notes, keep a filing system, keep copies of everything, get a certificate of mailing (for regular mail), and ask for help when you need it. The college application creates a total picture of who you are and what you've accomplished in high school.

COMMON APPLICATION

commonapp.org
Check to see if your colleges are listed.
ALL UCs
universityofcalifornia.edu/admissions
ALL CSUs
CSUMentor.com

INDIVIDUAL COLLEGES

Many schools still require that you use their own application, especially large public universities. Go to each school's website and check out their required materials. Examples: MICHIGAN, OHIO STATE, UC BERKELEY

ESSAYS Q&AsTip: Stick to the topic.

Almost all colleges require some form of a personal statement or an application essay. The essay topics vary greatly from school to school but all are an opportunity to add depth to your application. Check each school's application and departmental webpages to see what they require in terms of topics and length.

SEPTEMBER

- Update resume with your recent activities
- Ask teachers for recommendation letters
- Schedule interviews if required
- Find out if any of your colleges make fall presentations at your school
- Start narrowing down your choice of colleges
- Begin work on your personal essay(s).
- Register for a retake of SAT or ACT and/or SAT Subject Tests (if necessary) in October, November and/or December.
- Research financial aid & scholarships

OCTOBER

- Re-take the SAT/ACT. Confirm registration for Subject Tests
- Check college websites for their requirements
- Confirm all college app deadlines.
- Follow up on Teacher Letters of Rec
- Complete college essays
- Determine your college costs and
- Send in rolling applications early

NOVEMBER

- Re-take the SAT or Subject Tests
- Early Action and Early Decision apps must be sent by Nov. 1 or 15
- Research scholarships offered by companies, parents' employers, civic and/or church groups
- Prepare forms and/or envelopes for teacher recommendations
- Send test scores to all schools

DECEMBER

- If accepted Early Decision, withdraw all other applications by email
- If deferred Early Decision, write to the college, stating it is still your first choice and you plan to attend if accepted
- Begin filling out the FAFSA and the CSS Profile, (if required) for January filing.
- Financial aid is awarded on a first come, first serve basis

JANUARY

- Complete and send financial aid applications, ensuring you have filled out the FAFSA and the CSS Profile (if it's required)
- Continue to research scholarship information
- Maintain your second semester grades and beware of senioritis. Colleges can and will rescind their acceptances if your grades drastically plummet.

FEBRUARY

- Check that your colleges have received all materials: application, letters of rec, transcripts, test scores and financial aid forms.
- Carefully read all info from colleges about acceptance procedures, scholarships, financial aid, housing, registration and orientation.
- Most colleges will contact you via email. It is YOUR responsibility to be vigilant about checking the email accounts.

2. ACTIVITIES/RESUME

The main headings of the resume are :

- Extracurricular Activities
- Community Service
- Summer/Work Experiences
- Honors and Awards

When you are filling out your college applications, you will notice that you are asked to fill in an activities section. By creating a resume, you can fill out the first two boxes of each category then put "See Resume" in the next box.

Then submit a copy of your resume by uploading or mailing it. If you have participated in any activities for several years, list them first. List your principal extracurricular activities in the order that interest you. List positions held, honors won and any other distinctions. Be sure to list the skills you have learned by participating in that activity. Work Experience includes jobs and internships.

Q&A Tip : Make sure you specifically, describe your job responsibilities. Rather than saying "Tutor," say that you were a "tutor for inner-city, disabled eight year olds" (if that is true)

3. TRANSCRIPTS

ASK EARLY - Check with your high school to find out how transcripts are sent to colleges. Ask your school and HS Counselor about their specific process. Follow all required procedures. It is YOUR responsibility to get them to each college. In order for it to be official they must come sealed from your high school.

4. SAT/ACT SCORES

High Schools do not send your scores to colleges. You are responsible for sending them. Make sure that you personally go online to ACT.org or Collegeboard.com for the SAT and Subject Tests, click "View and Send Scores" and send them to every college to which you are applying (even though you've typed them on the application).

Both SAT and ACT have "Score Choice" which means you can choose which scores you want to send to colleges; however, all colleges have a score-sending policy and you should follow each college's policy. Check their websites for details.

Q&A Tip: If you are applying to a "rolling" school, you should send your scores at the same time that you send your application.

5. ADDITIONAL

- It is your responsibility to check each school's website to determine their individual requirements.
- Interviews - Many schools will require and/or offer interviews. Interview slots may fill up quickly, so be sure to schedule your interviews early in September.
- Portfolios and Auditions - Check the departmental webpage of the major to which you are applying for their specific requirements as well, especially in the fine and performing arts in regards to portfolios and auditions. The requirements vary from school to school.

6. LETTERS OF RECOMMENDATION

Prior to asking two academic teachers from Junior or Senior Year in academic classes to write your letters of rec, provide your teacher a copy of your resume. This will help to remind your teacher of the special qualities you brought to the class and the contributions you made. (These forms are for reference only and will not be sent to any colleges)

Most teacher recommendations and forms are sent electronically but be sure to ask your teachers. Some applications will ask you to designate teachers to submit a letter of recommendation and these teachers will receive an automatic email inviting them to submit your letter electronically.

For schools that don't, simply provide your teachers with an addressed and stamped envelope and ask them to send your letter to those colleges. Although those colleges may provide you with a teacher rec form, it is not necessary to include it.

Q&A Tip: Ask early When you ask a teacher to write a recommendation for you remember to give them at least three weeks notice. If you are applying Early Action/Early Decision, be sure you have given all your info to your teachers in early October.

NOTE: Some public schools like the CA UCs and the CSUs do NOT require nor accept counselor or teacher letters of recommendation! Check the websites!



SHOW YOU CARE!

**“DEMONSTRATING INTEREST
IN A COLLEGE COULD MEAN THE DIFFERENCE
BETWEEN AN ACCEPT OR A DENY “**

- Every College Admissions Dean in America

1. Fill out the contact form on your college’s website
2. Visit the school off possible and take a tour
3. Meet with the college rep when they come to your school
4. Send thank you notes if appropriate, maintain a relationship
5. Meet with major specific Deans or Reps
6. Attend a local info session
7. Check the school’s admission events online
8. Consider attending a summer program on their campus



CREATING A TESTING CALENDAR SAT OR ACT ?

- Both tests have been designed with the Common Core in mind so take the test when you have completed the highest levels of Math, Science and English possible
- Don’t take the ACT or SAT too soon because the more curriculum you have had, the better you will do
- Take a mock version of each test and only proceed with the test where you did best
- Schedule tests when you have had time to prep
- If you have more extra curricular activities in the Fall maybe the Winter is a better time for you to concentrate on testing
- Take SAT Subject Tests only in your areas of strength and only after you have taken the highest level of those subjects possible.(Not all schools or programs require them)
- Choose where and when you send your scores. If you do it automatically colleges may by get scores you never wanted them to see (Note: Some schools don’t allow score choice and will see them all)

ESSAYS AND PERSONAL STATEMENTS

*This is the only chance you have to show how the pieces of your puzzle fit together and tell your story to a college.
Be thoughtful.*

**READ EVERYTHING
FOLLOW THE DIRECTIONS
BE AUTHENTIC
FOCUS ON YOUR STORY
USE SPECIFIC EXAMPLES
DON’T SHOW IT TO EVERYONE
EDIT, EDIT, EDIT**

MAKING THE MOST OF YOUR SUMMERS

Colleges expect you to push and challenge yourself and summer is the perfect time to...



**GET A JOB
GET AN INTERNSHIP
DO EXPERIENTIAL TRAVEL
DO A COMMUNITY SERVICE PROJECT
TAKE COLLEGE CLASSES AT HOME OR AWAY
BE AUTHENTIC
DO WHAT YOU LOVE
EXPLORE YOUR INTERESTS**

MOST USED LINKS

SAT - Collegeboard.com
 SAT Subject Tests - Collegeboard.com
 ACT.org
 CommonApp.org
 UniversalCollegeApp.com
CTCL.org - Colleges That Change Lives
NCAA.org

FIN AID INFO

FAFSA.gov
 CSS PROFILE -collegeboard.com/profile

SOCIAL MEDIA

Collegeweeklive.com
 CollegeConfidential.com
 UNIGO.com

ACT/SAT COMPARISONS

ACT	SAT
36	1600
35	1560
34	1510
33	1460
32	1420
31	1380
30	1340
29	1300
28	1260
27	1220
26	1190
25	1150
24	1110
23	1070
22	1030
21	990
20	950
19	910
18	870
17	830
16	790
15	740
14	690
13	640
12	590
11	530

HOW ADMISSION DECISIONS ARE MADE

There are variations in admission protocol but there are definite themes in categories.

FACTORS IN ADMISSION	% OF COLLEGES REPORTING "CONSIDERABLE IMPORTANCE"
Grades in college prep courses	76%
Standardized admission tests	60%
Grades in all courses	51%
Essay or writing sample	28%
Class rank	23%
Counselor recommendation	21%
Student's demonstrated interest	21%
Teacher recommendation	21%
Interview	10%
Work/extracurricular activities	8%



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