



SENIOR COLLEGE APPLICATION PROCESS

BERNARDS HIGH SCHOOL
Guidance Department

September 13, 2018

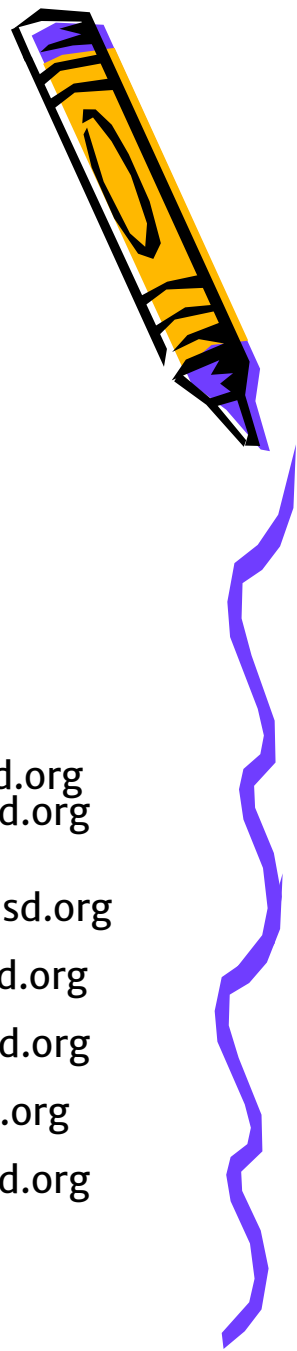


Bernards High School Guidance Department

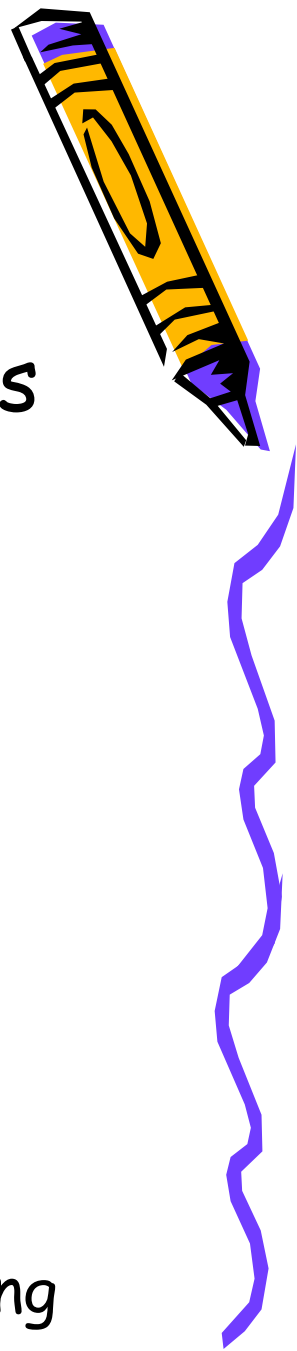
- Mr. Scott Neigel, Principal
- Dr. Michael Corbett, Assistant Principal
- Mr. Michael Hoppe, Assistant Principal

- **Guidance Office: 908-204-1930**

- Ms. Coleen Butler, Director of Guidance Ext. 2119 cbutler@shsd.org
- Ms. Patricia Lampa, Counselor Ext. 2130 plampa@shsd.org
 – Maternity Leave Replacement for Ms. Amanda Ellis
- Ms. Megan Dooley, Counselor Ext. 2128 mdooley@shsd.org
- Ms. Anna Sosely, Counselor Ext. 2131 asosely@shsd.org
- Ms. Liz Stolarz, Counselor Ext. 2345 lstolarz@shsd.org
- Ms. Anne Acuff, Assistant Ext. 2104 aacuff@shsd.org
- Ms. Lisa Norton, Assistant Ext. 2347 lnorton@shsd.org



INTRODUCTION



- Student-driven process
- Preparation & organization are keys
- Utilize technology and books
- BHS Guidance page
- Naviance account
<http://student.naviance.com/bernards>
- College websites
- Twitter/other social media

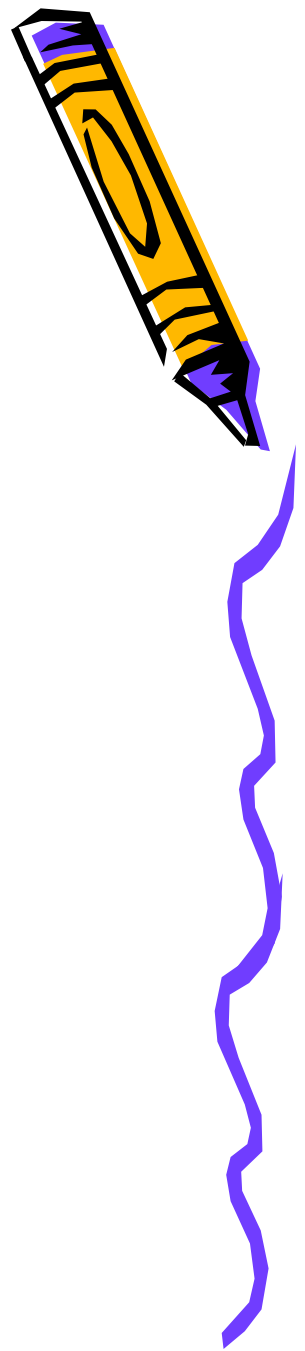


@BHSguidancedept

- Follow colleges to which student is applying

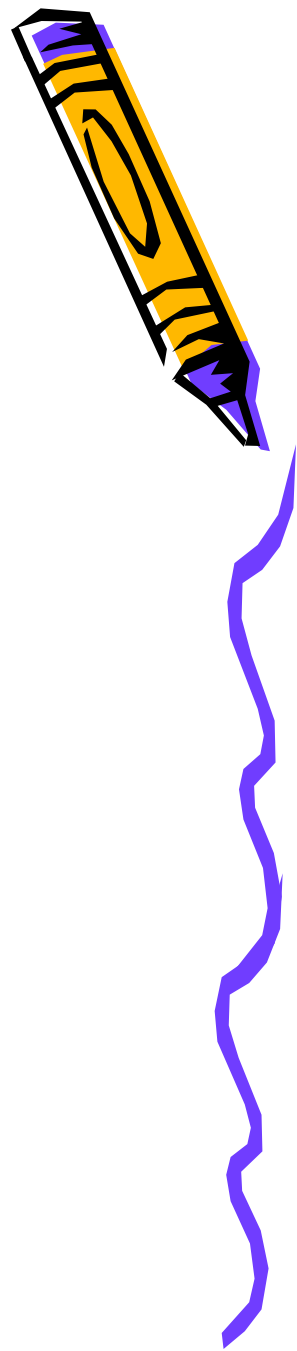
Topics of Discussion

- Types of Admissions Policies
- What will be in the college application folder?
- Obtaining applications
- Completing applications
- Sending test scores
- Who does what to get the application completed and sent?
- Schedule for submitting applications
- Requesting transcripts
- Letters of Recommendation
- Senior grades
- Naviance account



Types of Admission

- Regular Decision
- Rolling Admissions
- Early Action
 - Restrictive
 - Single-choice
- Early Decision
- Priority/preferred



DEFINITIONS OF ADMISSION OPTIONS IN HIGHER EDUCATION



National Association for
College Admission Counseling
Guiding the way to higher education.

STUDENTS: WHICH COLLEGE ADMISSION PROCESS BEST SUITS YOU?

Non-Restrictive Application Plans

Regular Decision

DEFINITION:

Students submit an application by a specified date and receive a decision in a clearly stated period of time.

COMMITMENT:

NON-BINDING

Rolling Admission

DEFINITION:

Institutions review applications as they are submitted and render admission decisions throughout the admission cycle.

COMMITMENT:

NON-BINDING

Early Action (EA)

DEFINITION:

Students apply early and receive a decision well in advance of the institution's regular response date.

COMMITMENT:

NON-BINDING

Restrictive Application Plans

Early Decision (ED)

DEFINITION:

Students make a commitment to a first-choice institution where, if admitted they definitely will enroll. The application deadline and decision deadline occur early.

COMMITMENT:

BINDING

Restrictive Early Action (REA)

DEFINITION:

Students apply to an institution of preference and receive a decision early. They may be restricted from applying ED or EA or REA to other institutions. If offered enrollment, they have until May 1 to confirm.

COMMITMENT:

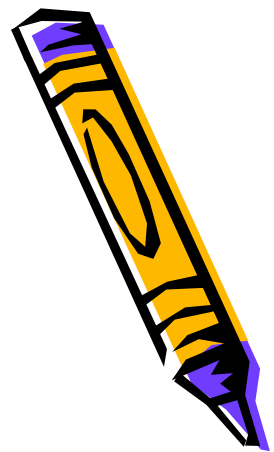
NON-BINDING

Students are not restricted from applying to other institutions and have until May 1 to consider their options and confirm enrollment.

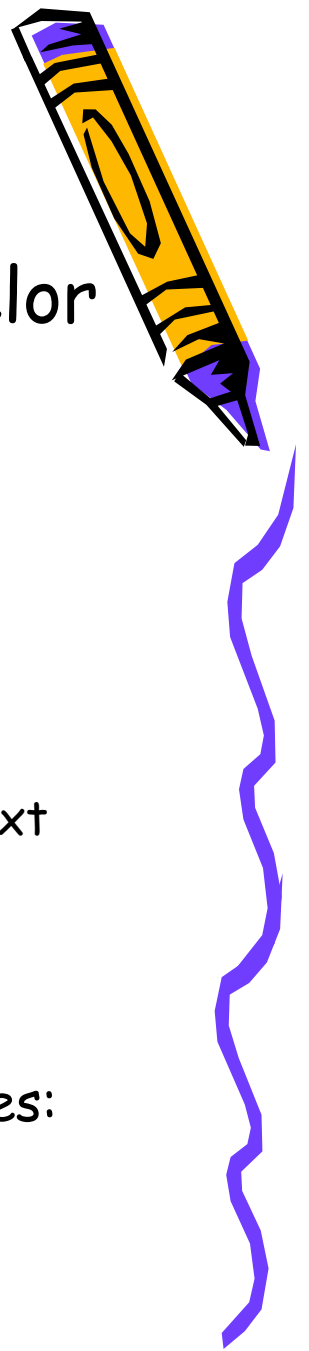
Students are responsible for determining and following restrictions.

What will be in your student's admission file?

- Student-completed application
- Standardized test scores
- Transcript (academic record)
- Recommendations from teachers and counselor
- BHS Profile



Student Piece



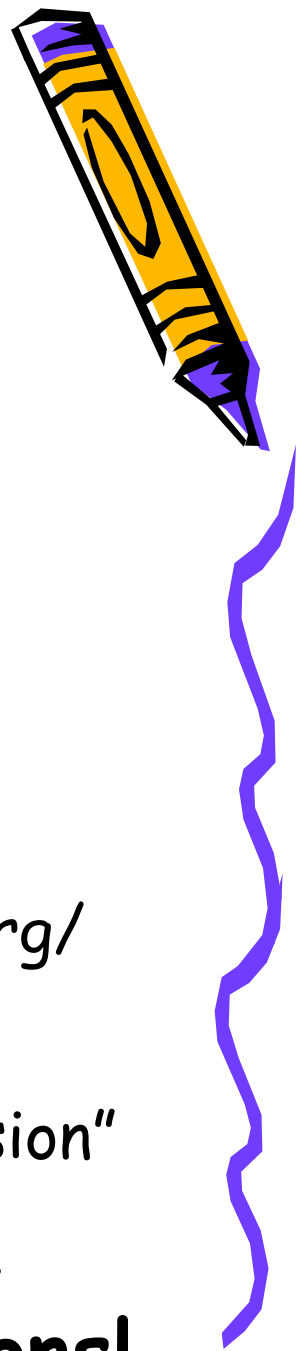
- Turn in completed documents to counselor
 - Transcript release form
 - Student Questionnaire ("Brag Sheet")
 - Parent "brag sheet" - on Naviance
 - Final college list - on Naviance
- Complete applications online
- Request transcripts through Naviance
 - Counselors will be going into Senior English classes next week to walk students through this process
- Request SAT/ACT scores be sent to colleges
 - This **MUST** be done through the testing companies:
 - www.collegeboard.org
 - www.actstudent.org



Obtaining applications

- Apply online
 - Common Application
 - www.commonapp.org
 - Complete all info for Common App and member-specific questions
 - Coalition
 - <http://www.coalitionforcollegeaccess.org/>
 - Neither
 - found on college website under "Admission"

For all applications, make sure
you read and follow **ALL** directions!



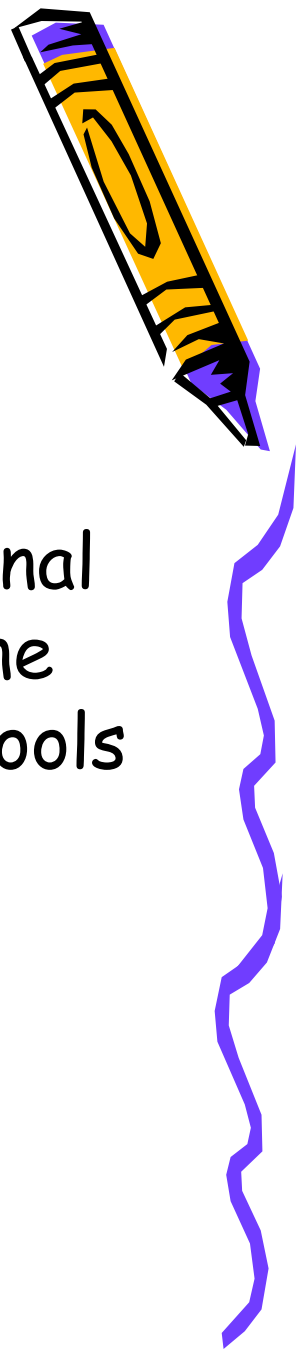
Completing Applications



- FERPA
 - on Common App
 - allows BHS to send materials
- Follow directions on ALL applications
- Meet deadlines (they are NOT suggested dates)
- Allow time for writing & reviewing
- Be aware of writing supplements & "member questions"
- Save/print/photocopy completed applications



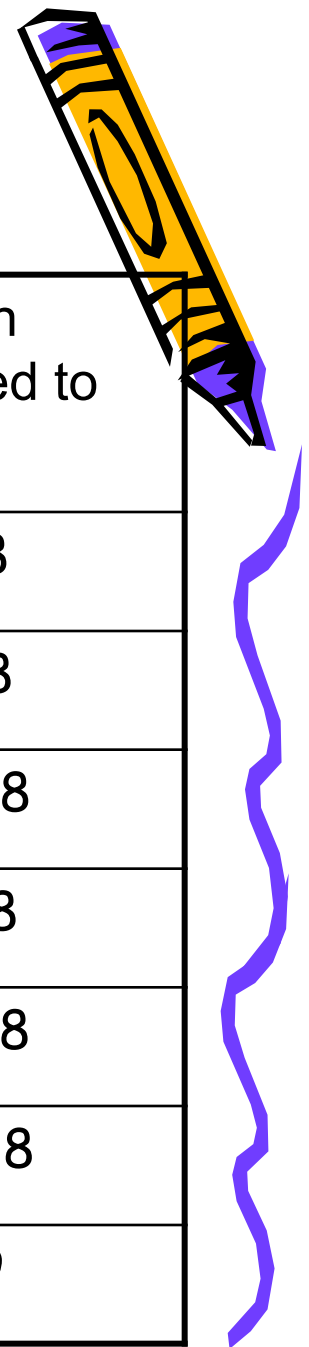
ACTUALLY GETTING THE APPLICATION OUT OF YOUR HANDS!



- Do your part (biographical forms, personal statements, and essays - all on the online applications) and submit directly to schools
- Send standardized test scores
- Request transcripts on Naviance
- At that point, Guidance will do its part!



2018-2019 Schedule for submitting applications



If the application deadline is	then transcript/application request must be submitted to Guidance by
November 1, 2018	October 18, 2018
November 15, 2018	October 30, 2018
December 1, 2018	November 15, 2018
December 15, 2018	December 3, 2018
January 1, 2019	December 10, 2018
January 15, 2019	December 20, 2018
February 1, 2019	January 17, 2019



Sending test scores



- Your transcript does NOT include any standardized test scores. The student is responsible for having scores sent directly to colleges and universities.

- SAT and SAT Subject Tests:

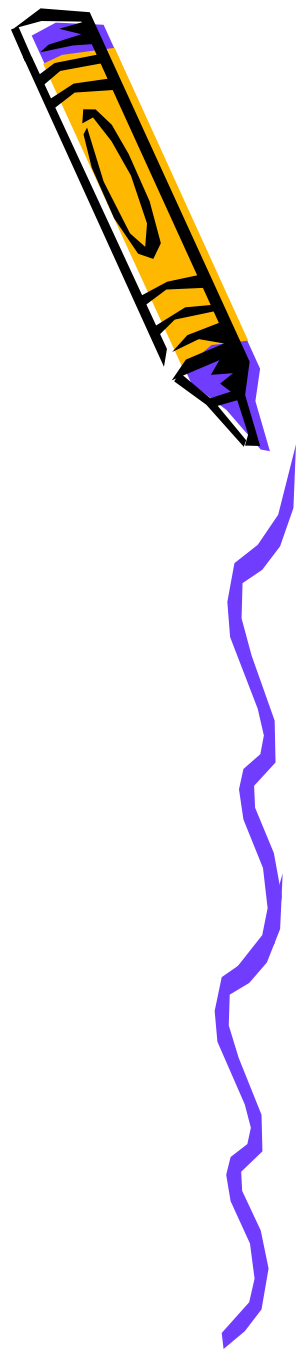
- <http://www.collegeboard.org/>

- ACT: <http://www.act.org/>

- AP: <https://apstudent.collegeboard.org/home>



Counselor's Part

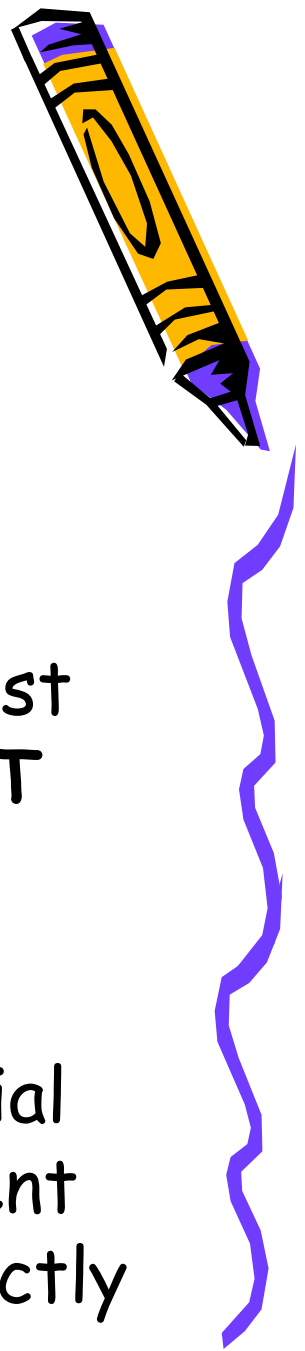


- Official transcript
- Counselor Recommendation
- School profile
- School report form



1st marking period grades

- We suggest sending 1st marking period grades as a way for students to make direct contact/keep colleges updated
- Many schools do not specifically request 1st MP grades, so **Guidance DOES NOT send them automatically**
- If colleges ask students to have official 1st MP grades sent by counselor, student **MUST** come and request them directly from his/her counselor



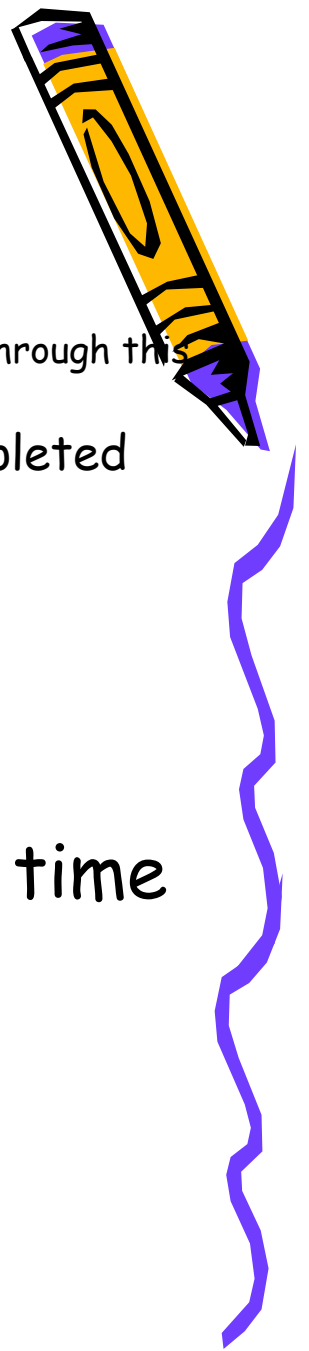
1st semester grades



- No request needed
- Automatically sent in mid-February after grades are posted
- Sent to all colleges for which a student has requested a transcript



Letters of Recommendation



- Each school has a policy on the number of letters required
 - This is found in the "teacher recommendations" section of Naviance
 - Counselors will be going into Senior English classes this week to walk students through this process
- Nearly all schools that accept electronic submissions can be completed through Naviance
- For all schools listed with [], provide teachers with:
 - An envelope addressed to college's admissions office
 - The school's teacher form, if applicable
 - BHS return address and proper postage
 - List of due dates and time to write the letters

Be sure to thank the teacher for taking the time to provide this extra service!

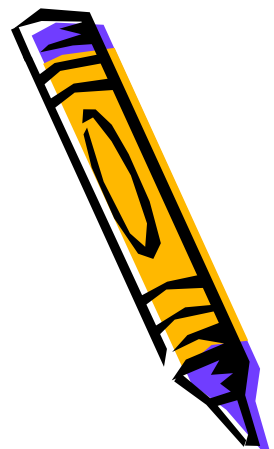


Naviance



- <http://student.naviance.com/bernards>
- For any specific questions, please reach out to your student's counselor





• Has your student...

- Submitted his or her Brag Sheet?
- Completed his or her FERPA release form in his or her English class?
- Updated Naviance to reflect the colleges to which he or she plans to apply?
- Asked you to complete the Parent Brag Sheet (this can be found using the About Me tab on Naviance)?
- Taken any/all required tests (SAT, ACT, Subject Test)?
- Followed up this year with the two teachers writing his or her recommendations?
- Talked to his or her counselor regarding any schools to which he or she is applying that have early deadlines?
- Remembered to stay calm during what can be a stressful time?



Important Dates

- Next week:
 - Counselors in Senior English classes to go over FERPA, Naviance, transcript requests, recommendations, etc.
- Thursday, 10/4:
 - Back to School
- Monday, 10/8:
 - Financial Aid Night, 7 PM, PAC
- Thursday, 10/11
 - College Fair @ Ridge High School

Q&A

- Thanks for joining us!
- Remember, please make an appointment with your student's counselor with any personal questions/concerns!

