Post Secondary Planning Guide

Class of 2022

LIBERTY HIGH SCHOOL · BETHLEHEM, PENNSYLVANIA ·

"Allow your **PASSION** to become your **PURPOSE** and it will one day become your **PROFESSION**"

— Gabrielle Bernstein
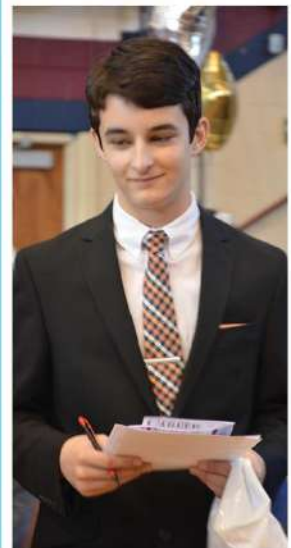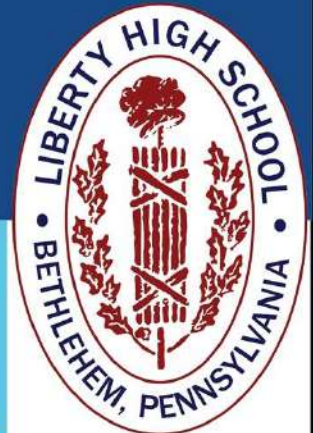
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Post-Secondary Planning

This guide is intended to help Liberty students and parents/guardians plan for and understand the entire college/career planning process. Although the information is helpful to anyone interested in attending college, it is best to begin reviewing this guide during the Junior year.

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Monthly Planner for Juniors

Spring/Summer

☐ Register and take the **SAT** and/or **ACT** at least once in the junior year. See information on the **National Testing Programs** (*page 28*).

☐ Register for the May/June **SAT** by registering online at www.collegeboard.org. **Fee waivers are available for students who qualify for free or reduced lunch by contacting your School Counselor.**

☐ Register for the **ACT** by registering online at www.actstudent.org. All colleges use the ACT as an alternative to the SAT. **Fee waivers are available for students who qualify for free or reduced lunch by contacting your School Counselor.**

☐ If you plan to play Division I or II college athletics, register online with the **NCAA Initial Eligibility Clearinghouse** at www.ncaaclearinghouse.net. You must send test scores directly from SAT/ACT to the Clearinghouse. The code for the Clearinghouse is **9999.**

☐ Register for the **Advanced Placement (AP)** tests given in May if applicable to your coursework (*see page 35 for more details)*. Check Daily Announcements or with your SSC for registration dates.

☐ Make certain that you have selected the right courses for senior year.

☐ Stop in to your SSC to get an unofficial copy of your transcript. This will be helpful if you visit colleges over the summer.

☐ Choose meaningful activities for the summer months. If you have not completed your graduation requirement of 60 community service hours, it is strongly suggested that you do so before you start your senior year of high school.

☐ Evaluate colleges that interest you, keeping in mind such factors as geographic area, size of student body, tuition, and course of study. Meet with your counselor to review colleges and the application process.

☐ Visit colleges that are of most interest to you (top 3-5 schools). Call ahead to schedule an appointment with an Admissions Counselor and a tour. Reminder: students are allowed to have 3 excused absences during their junior & senior year to visit schools. Remember to bring a letter from your college visit stating you were there for a visit to your SSC as your excuse.

☐ Request information from the colleges you have not had the opportunity to visit by accessing their websites.

☐ Begin working on your application essays (*see page 23 for suggestions and tips*).

☐ Begin assembling writing samples, portfolios, etc., if required by any of your top colleges.

☐ Start adding colleges to Naviance Student under "Colleges I'm Thinking About."

☐ Do scholarship searches. Gather private scholarship applications. Much of this can be done online (*see the **Financial Aid/Scholarship** websites on page 50 of this booklet*).

☐ Follow @LibertyGuidance on Twitter and get information about college planning and scholarships!

Monthly Planner for Seniors

August

□ The Common App goes live August 1st. If any of your college choices use The Common App, create an account and begin working on essays. Use your BASD e-mail address when you create your account.

□ It is highly recommended that you take the **SAT** or **ACT** again in the fall of your senior year.

□ Consider registering for the September **ACT** by registering online at www.actstudent.org. All colleges use the ACT as an alternative to the SAT. **Fee waivers are available for students who qualify for free or reduced lunch.**

□ Consider registering for the October **SAT** by registering online at www.collegeboard.org. **Fee waivers are available for students who qualify for free or reduced lunch.**

□ As of October 1st, the window will be open for you to apply for financial aid through www.fafsa.gov.

□ Begin/continue working on your college application essays.

□ Request information from the colleges you have not had the opportunity to visit by accessing their websites.

□ Narrow your college list to a minimum of 5 schools.

□ Continue assembling writing samples, portfolios, etc., if required by any of your top colleges.

□ Continue doing scholarship searches. Gather private scholarship applications (*see* the **Financial Aid/Scholarship** *websites on page 50 of this booklet*).

□ Soon after the start of school, visit your SSC and pick up a **College Application Packet**. As a very important part of this process, every senior and parent/guardian should complete the **Parent/Guardian Brag Sheet, Senior Brag Survey (in Naviance) if a letter of recommendation is required by the college, and Permission to Release Records**. Until the Permission to Release Records is returned, your counselor is not able to send transcripts to colleges. Return the forms to your SSC Secretary in September. The information you provide on these forms is used for college recommendations and to help determine recipients of local scholarships and awards (*see pages 84-87).*

September

☐ Consider registering for the November and/or December **SAT** by registering online at www.collegeboard.org. Also consider taking the **SAT Subject Tests**. The **SAT Subject Tests** are subject area tests that are required by some colleges. Check the admissions requirements of the college(s) to which you are applying. **Subject Tests** are normally given on the same days as the **SAT**. (Note: Subject Tests are not offered in March).

☐ Consider registering for the October **ACT** by registering online at www.actstudent.org.

☐ Take the September **ACT**, if registered.

☐ Meet with your School Counselor to discuss and finalize lists of colleges. Be sure to discuss the competitiveness of each school as well as which ones you will consider for **Early Decision** or **Early Action**. After you apply to your list of colleges, add your colleges to "Colleges I'm Applying To" in Naviance Student.

☐ Check the "College Visit" tab in Naviance Student to see the list of colleges visiting Liberty and dates. Your printed confirmation or screenshot will be used as your pass. It is your teacher's decision to allow you to go to the college visit. Remember, very often the admissions counselor visiting Liberty will be the same admissions counselor making a decision about your application.

☐ Carefully consider all financial aid opportunities reported in the Daily Announcements and the scholarship list on Naviance Student. You should be checking Naviance Student often throughout your senior year; scholarships will be added as we are notified of scholarship opportunities. Check with your School Counselor about scholarship details. Pay special attention to scholarship application deadlines. State and federal financial aid applications cannot be completed until after October 1st.

☐ Ensure you have all of your college applications and/or access to applications online. **Note deadlines and requirements. <u>Have your SAT/ ACT scores sent directly to the college</u> through the SAT/ACT testing websites. Liberty does not report these scores on your transcript.**

☐ Talk with parents/guardians about planning **College Visits** during the fall (*see page 13 for tips)*. Try to do so when classes are actually in session. You can ask an admissions counselor to arrange for you to observe a class. Students are allowed to have excused absences to visit 3 schools in their junior and 3 in their senior year.

October

☐ Consider registering for the November **SAT**. Also, consider taking the **SAT Subject Tests**, if required by the college(s) to which you are applying.

☐ Consider registering for **Advanced Placement (AP)** exams for any AP courses you are taking in the fall semester.

☐ Take the October **SAT** and/or **ACT**, if registered.

☐ Attend **Financial Aid Night** at Liberty and/or Northampton Community College to learn about the different types of financial aid available. Check the Announcements online or with your SSC to find out the time and location. Students will be able to file a 2020-2021 **FAFSA** as early as October 1, 2020. The earlier submission date enables students to complete and submit a FAFSA as early as October 1st every year. Students/parents/guardians can report income information from an earlier tax year. For example, on the 2020–21 FAFSA, students (and parents/guardians, as appropriate) will report their 2019 income information, rather than their 2020 income information.

☐ Attend Liberty sponsored **College Fairs** at Northampton Community College or Lehigh Carbon Community College to visit with many college representatives. Check your BASD e-mail, the Daily Announcements online, or visit your SSC for dates.

☐ Give your completed **College Application Packet** to your SSC Secretary. Packets should be handed in **at least 10 school days prior to the application deadline** to allow enough time for the SSC staff to process the necessary paperwork.

☐ If recommendations are needed from teachers or other individuals, you must have a face-to-face conversation with that teacher/coach asking for a letter of recommendation. You will then need to request the letter through Naviance Student **at least 10 school days prior to the application deadline**. This will allow enough time for the individual to write a good recommendation. (Guidelines for recommendation**s** are available in the **College Planning** section of this booklet, *pages 19-20).* **PLEASE NOTE: If you add colleges to Naviance Student after your initial request for a letter of recommendation, YOU MUST NOTIFY your teacher to send their letter to the newly added college(s). Supplemental letters from non-teachers cannot be requested on Naviance; provide the non-teacher with an addressed stamped envelope for mail.**

☐ If applying **Early Decision** or **Early Action**, submit your applications by the appropriate deadline.

☐ Review the information about the **FAFSA** (**Free Application for Federal Student Aid**) worksheet online. You may also need the **CSS Profile** if your college(s) requires it. Both the FAFSA and CSS Profile are completed online at www.fafsa.gov and profileonline.collegeboard.com/index.jsp. Although you cannot yet complete the FAFSA, you and your parent/guardian should go to the website to get a pin number you will need when you do apply next month. Remember, there is **NO fee** for FAFSA. There is a fee to complete and submit the CSS Profile, unless you used a fee waiver for the SAT, in which case, this fee will also be waived.

☐ Carefully consider all financial aid opportunities reported in the Daily Announcements online and the scholarship list on Naviance Student. Check with your School Counselor about scholarship details. Pay special attention to scholarship application deadlines.

Gather private scholarship applications. Use financial aid calculators to estimate your aid eligibility and college costs (see the Financial Aid/Scholarship websites on *page 50*).

☐ Consider registering for the December **SAT** and/or **ACT**. Also consider taking the **SAT Subject Tests**.

November

☐ Consider registering for the December **ACT**. Check on www.actstudent.org or with your SSC for registration dates.

☐ Take the November **SAT**, if registered.

☐ If you haven't already, Submit your **College Application Packet** to your SSC Secretary by the Thanksgiving recess. Your packet should be <u>handed in at least 10 school days prior to the application deadline</u> to allow enough time for the SSC staff to process the necessary paperwork. **Remember: college applications and letters of recommendations will not be processed on weekends or during school holidays.**

December

☐ Take the December **SAT** and/or **ACT**, if registered.

☐ This month you should receive early application decisions from colleges. If admitted, submit the appropriate information and update your Naviance Student account with acceptances. If not admitted or wait-listed, there is no need to panic. Be aware of additional information requests. Reassess your list of colleges. Make certain that you have been realistic with your choices. Be sure that your safety school is a place you would actually enjoy attending.

☐ Attend **FAFSA Completion Night** where you and your parents/guardians can receive assistance completing the FAFSA from Financial Aid professionals. Check your BASD e-mail, the Daily Announcements online, or with your SSC to find out the time and location.

☐ Consider registering for the February **ACT**.

☐ Beware of January 1st deadlines. Your college packet should be <u>handed in at least 10 school days prior to the application deadline</u> to allow enough time for the SSC staff to process the necessary paperwork.

January

☐ Complete the **FAFSA online if you have not already done so** and any other additional financial aid forms required by colleges. Failure to submit the FAFSA as early as possible can jeopardize your financial aid eligibility. Remember, ALL students qualify to receive a Stafford Student Loan. However, in order to be eligible to receive this loan, the FAFSA form MUST be completed.

☐ Consider registering for the March **SAT**.

☐ Consider registering for any AP exams for AP courses you're taking in the spring semester.

SPECIAL NOTE: At the end of this month, after the first semester ends, Midyear Reports are sent by your SSC to your chosen colleges through Naviance. The report includes first semester grades for senior courses, a cumulative seven-semester Grade Point Average (GPA), and class rank.

February

☐ If necessary, meet with your School Counselor and/or parents/guardians to discuss completion of financial aid forms.

☐ Give special attention to local scholarships. Information is posted on the Daily Announcements online and Naviance.

☐ Get application forms from your counselor or apply online where indicated. Be sure to submit scholarship applications before the deadlines.

☐ Take the February **ACT**, if registered.

☐ Even though you may have been accepted, your **SAT** or **ACT** scores are still important because they may play a role in your eligibility for financial aid awards at your college that have yet to be decided upon. Therefore, it may still be in your interest to take the **SAT** or **ACT** this spring if you are competing for one of those awards. Contact your college's financial aid office to determine eligibility.

☐ Colleges will begin to inform you of their decisions. If accepted by more than one college, select the one you intend to enter and confirm your intention to enroll. E-mail the other colleges that accepted you and inform them of your decision not to attend and thank them for their interest in you.

☐ During the second semester of senior year (despite "senioritis"), maintain or improve your academic performance. Colleges will look unfavorably upon students whose grades drop drastically in the second half of senior year. Admissions offices have been known to reverse a student's acceptance.

☐ Receive Student Aid Report (SAR) provided you submitted the **FAFSA**. Verify that all the information contained in the report is accurate. Inaccurate information would possibly lead to reduced financial aid awards.

March

☐ Take the March **SAT,** if registered.

☐ At the end of this month, your college decisions will begin to arrive. Plan for campus visits if you're trying to decide between two or more schools.

☐ Register for **Advanced Placement (AP)** tests given in May if applicable to your coursework (*see page 35 for more details)*. Check the Daily Announcements online or with your SSC for registration dates.

April

☐ Sit down with parents/guardian and/or your School Counselor to assess the decisions you've received. Be aware of the **May 1st** deposit deadline. Also, **keep in mind that colleges have deadlines to accept their offer**. These deadlines affect housing and program availability.

☐ When you have decided on what college you will attend, send in your official notification and notify your School Counselor. Update Naviance Student with your final decision.

☐ Attend Open Houses/Campus Visitation Programs.

☐ In the unlikely event that you have not heard positive news, be aware that some schools are still receiving applications.

☐ If waitlisted, send appropriate communication to the colleges and universities informing them of your desire to remain on or be removed from their waiting list.

May

☐ Take the **Advanced Placement (AP)** tests, if registered.

☐ Complete the Senior Survey emailed to you by your SSC. Some of the information you provide on the survey will be published in the Graduation Program and other information will be used to send out your final transcript.

☐ If you are 18 (or soon to be) and male, you should register for Selective Service at www.sss.gov.

June

Congratulations!!!!!!!! Soon you will graduate from high school and become a college student! It is a good time to reflect on all you have been through until now and all that lies ahead. Be sure to thank those who have helped and stood by you throughout your education.

Visiting College Campuses

The value of visiting a college lies in providing you and your family with a first-hand impression about the people, programs, facilities for living and learning, and by discussing your college plans with a college official. Your presence on the campus, your readiness to talk about yourself and your college plans, and your desire to seek information about the college that is the "best-fit" for you are important indications of your serious interest in the college. Reminder: students are allowed 3 excused absences in each their junior and senior year to visit schools. Please notify your SSC about your college visits with a letter from the college stating you were there for a visit to use as your excuse.

Just Before Your Visit

- Read the catalog, especially the section on admission requirements
- Take an unofficial transcript with you
- Do some "homework" on the school
- Know where you are going and allow enough time to get there

Tips For Your Visit

- Allow enough time to get the "feel" of the campus. A two-hour visit should give ample opportunity for a fairly extensive tour plus a chat with the admissions office. (In general, it's a good idea to limit yourself to touring two or three colleges in a single day).
- Be prompt.
- Pick up an application and scholarship form, if needed, and a campus map (the map is essential if the college doesn't offer an escorted tour).
- Don't hesitate to discuss finances, including scholarship, loans, and work opportunities. Try speaking with someone in the financial aid office.
- Do feel free to ask for some estimate of your chances for admission, but don't expect any firm commitment at this time.
- Visit the college library - even a short visit can tell you something about the size and scope of its collections, study facilities, specialized areas such as listening rooms, etc.
- Academic facilities - try to have an opportunity to sit in on a class or seminar.
- Living quarters - visit a typical campus residence hall, dining hall, student lounge, and recreational area. If there are fraternity or sorority houses on campus, you may want to see one of these, too.
- Students - it is important to get some idea of the kind of people you'll live and work with on campus. If a student guide accompanies you on your tour, feel free to ask him or her about any aspects of college life. Talk with other students too. Ask questions such as: How do I get involved? How do I find out about clubs/activities offered? What is your tour guide's major? Ask them to tell you about their experience on campus. Where do people go to study? Can I have my car on campus?

Assessing your List of Colleges

As you develop a list of colleges that interest you, be sure you can answer these questions about them.

The basics
- Where is the college? Can you locate it on a map? Is it too close to home? Is it too far?
- Have you taken the coursework the college requires for admission?
- What size is the college? How many students are undergraduates?
- Does the college offer majors that interest you?
- What percentage of students live off campus?
- How many of the students graduate in 4 years? 5 years? 6 years?
- How many first-year students return for their sophomore year?
- How much is the total (housing, meals, etc.) expense?

Where would you fit in?
- What are the college's average SAT or ACT scores for incoming freshmen? Where does that place you?
- Does the college require SAT Subject Tests?
- What was the high school GPA of most of the freshmen last year?
- Are freshmen guaranteed on-campus housing?
- Are there extracurricular activities that interest you?

Visit the college web sites, read the guidebooks, and look at their literature
- What are their strong academic programs? (Ask college reps, students, and graduates.)
- What courses are required for graduation?
- Are the courses you need/want available each semester?
- Are there special programs that interest you (study abroad, internships.)?
- What is the social life like?
- What is your general impression of the college?

Admissions Process
- When are the applications due? What does the application require?
- Does the college accept the Common Application?
- Do they require supplemental forms?
- Is an interview suggested or required?
- When may you visit the college? When are the open houses?
- What are the financial aid deadlines? What forms are required?

Now answer these questions
- Am I a strong candidate for admission to this college?
- If I am not a strong candidate, what are my options?
- Do I want to visit this college? What additional information do I need?

Admissions Vocabulary and Procedures

There are a number of procedures that colleges use for admissions purposes. These procedures vary from college to college, so it is important to find out which procedures refer to you. Below are descriptions of the most common procedures used by colleges.

Regular Admission

- Most colleges require applications to be submitted before a specific deadline, at which time the admissions committee begins to consider the credentials of all applicants.

Rolling Admissions

- Although each institution may have a final application deadline, when a student will know the status of the application is based on when he/she submitted the application, not the deadline.
- Students should prioritize their applications to all rolling admissions colleges, as these colleges begin almost immediately to seat their classes.

Early Decision

- A limited number of colleges follow a procedure whereby a student may apply to his first-choice college in September of his senior year and be notified of his acceptance or rejection in December.
- Early decision is binding; you may only apply to one college early decision. Some colleges allow an applicant to file applications with other colleges, but if the application under Early Decision is accepted, all applications to other colleges must be withdrawn.
- Candidates who are not accepted under a college's Early Decision plan are usually considered, with the candidate's permission, under the regular admissions procedures after the application deadline.
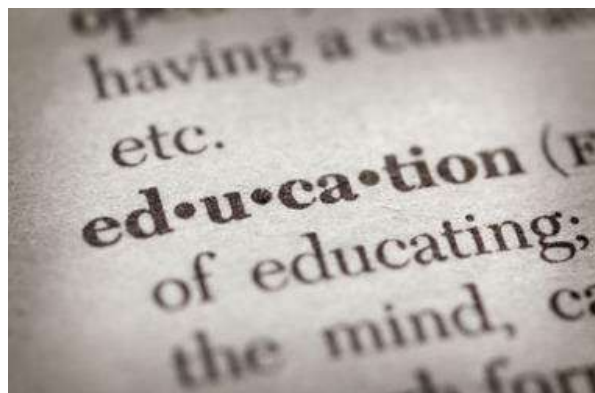
Early Action

- The Early Action plan used by several of the country's most competitive colleges, allows a student to apply early in the fall of the senior year for consideration based upon work completed through the end of the junior year.
- It is similar to Early Decision, but Early Action has **one very different feature**—it is non-binding. That is, even if accepted, a student who has filed an early action application is free to file applications for admission to other colleges and can defer making a commitment to the college until May 1st.
- Be sure to read and understand the terms of this type of application before you submit the form.

Candidate's Reply Date Agreement

- Many colleges distribute acceptances in early April and have agreed to wait until a prescribed date in May to require an accepted candidate to reply to college offers.
- This agreement enables students to wait for replies on most of their applications without feeling that they must commit themselves to one college before knowing all of the alternatives.

Waiting List

- In addition to accepting and rejecting applicants, many colleges place students on a waiting list for admission. In so doing, the college is telling the applicant that there are not enough places on campus for all the qualified students.
- After being accepted, some applicants will decide to attend other colleges. The school will then offer their places to students from the waiting list. Inevitably, a certain percentage of those originally accepted choose to study elsewhere so that a percentage of those on the waiting list may receive acceptances.

College Interviews

DOs	DON'Ts
DO know the two or three main qualities, achievements, or talents you want the interviewer to know about you. Look for opportunities to work those stories into your responses.	**DON'T** go to an important interview without practicing first. Be ready to answer standard questions about your academic strengths and plans.
DO bring your list of questions and extra copies of your résumé. Try to have your questions memorized so you can speak casually to the person interviewing you.	**DON'T** arrive late to your scheduled interview. Plan to be 15 minutes early. Be sure you know where you're going and where to park.
DO take turns asking and answering questions. You should find out as much about the school as they learn about you.	**DON'T** talk too fast. Many people speak quickly when they feel nervous.
DO dress nicely. Khaki pants, skirts, or slacks are appropriate for an interview.	**DON'T** chew gum or use slang.

Here are some sample questions.
1. Name 3 adjectives that describe you.
2. What things do you value?
3. What effect has media had on you?
4. What magazines or newspapers do you read?
6. How does your family feel about you going away to school?
7. Have you worked at all during your high school career?
8. What do you do?
9. Do you enjoy the job?
10. What's the most significant activity in which you've participated?
11. Is your school progressive?
12. Attitudes of people?
13. How did you choose this college?
14. What major do you intend to follow? Minor?
16. What do you think people do in that field?
17. How does your high school grading system work?
18. If you're asking for financial aid, how do you plan to pay?
19. Have you ever been abroad?

College Interview DOs and DON'Ts
Graphic and Story by Caroline Cioffi
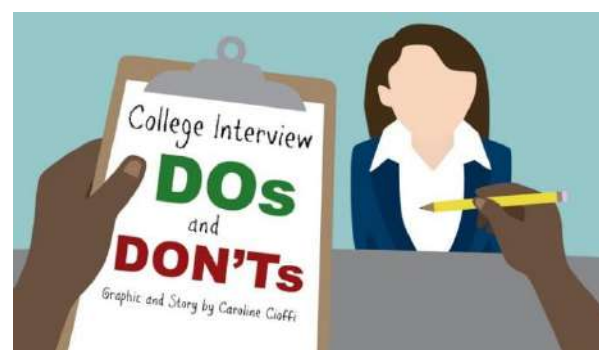
20. Do you enjoy your social life?
21. What's the last book you've read?
22. Has anyone explained to you about semester hours?
23. If your SAT scores are low, why do you think they are?
24. Do you know what the average SAT score is?
25. What are career areas you've considered during high school?

Important Note: College visits and interviews with admissions counselors should be made on your own time. It is permissible to visit a college during a school day providing that you bring a letter from the college you visited to the SSC secretary. Three days are allowed both in junior and senior years. With the appropriate documentation from the college, these visitations are counted as a non-cumulative absence.

Student Guide to Letters of Recommendation

The key to an effective recommendation is to select people with whom you have had an ongoing relationship and who are able to offer positive comments that will <u>distinguish you from other applicants</u>. This is not necessarily the teacher who gives you the highest grade.

You should request recommendations from <u>two</u> teachers you have had during the junior year, if possible. Consider any teachers who have <u>also</u> advised or coached you in a club or sport; it will add to their ability to write about you.

The teachers you select should write a letter that will be sent to <u>every</u> college to which you are applying. They are NOT writing a different letter for each college, <u>unless</u> they have attended the school themselves or have specific knowledge about the college that will help them write a more effective letter. If a college requires a teacher evaluation form be mailed, give it to the teacher to use as a supplement to the letter. Be sure you have written your name, address, and other information requested at the top of the form before giving it to your teacher.

GUIDELINES FOR DECIDING WHICH TEACHERS TO ASK FOR RECOMMENDATIONS

 1. Before deciding which teachers to ask, examine yourself as a student to get a better understanding of your strengths and weaknesses and the type of learning environment that brings out your best qualities.

 2. Ask teachers who know you well, and if you are uncertain about which teachers to ask, begin developing a closer relationship with a few of your teachers <u>now</u>.

 3. Ask teachers of subjects that may relate to your future area of study. For example, students planning on studying Engineering should ask a math teacher or physical science teacher for a reference; a student interested in Communications would be wise in getting a reference from a teacher of English.

4. Check if any of the colleges to which you will be applying require a recommendation from a <u>teacher of a specific subject</u>.

5. Choose teachers from different subject areas.

6. If English is not your first language, and if you have been in ESL at any time during high school, ask a teacher of English for a recommendation. The amount of reading and writing at college is substantial and admissions officers are interested in what your teachers have to say about the quality of your writing and your reading proficiency.

7. Choose teachers who can comment upon your growth and willingness to work to improve. Colleges are more interested in learning how a student strives to improve than about the student who earns an "easy A".

8. Choose teachers who can offer <u>different impressions</u> of your academic performance. For example, one teacher may be able to comment upon how you work on independent projects; others could cite your contributions to class discussions or willingness to help classmates who are having difficulty with the subject.

9. Discuss your teacher choices with your counselor.

10. Approach the teachers you have identified early – **preferably <u>by the end of junior year</u>**. As writing recommendations is time consuming, many teachers limit the number of letters they will write. After you have had a conversation with the teacher, request a letter of recommendation to the teacher through Naviance Student. Sending a request through Naviance Student **does not** replace a face-to-face conversation with your teacher.

11. Be courteous with your teachers and make an appointment to discuss your college choices with them.

12. Show your appreciation. Send your teacher a thank you note expressing your gratitude for the time that he or she took to write the recommendation.

Your College Essay Paints a Picture of You

What Do You Want It To Look Like?

How important is the essay sent in with your college application? Says one admission director; "It makes the facts in the student's folder come alive for us. It is (your) personal statement. No piece of admission evidence gets as much discussion" among college admission people. So: How important is the essay? Very important indeed.

The essay is your opportunity to take charge of the impression you make on a college, and to provide information that doesn't appear in grades, test scores, and other materials. It allows you to reveal your talent, intelligence, sense of humor, enthusiasm, maturity, creativity, sincerity, and writing ability - and they all count in an admission evaluation.

WHAT DO COLLEGES LOOK FOR?

Admission staffs tend to evaluate essays on three levels:

- LEVEL 1: Your ability to use standard written English that is correctly punctuated and has correct grammar, usage, and syntax.

- LEVEL 2: The essay's content, substance, and depth of insight, which reflect your ability to think about yourself and to convey your feelings or opinions in writing.

- LEVEL 3: Your creativity and originality. "It is at this level," says one admission dean, "that students can position themselves as unique - as individuals who can bring to the college a freshness of vision and a viewpoint that will enhance its academic and social life."

For the essay a college may ask you to write about one or more of these topics:

- Describe your uniqueness as a person, or tell something about yourself that can't be learned from the information in your application.

- Discuss something that contributed significantly to your growth.

- Comment on your goals or aspirations, telling how you expect college to help meet them.

Common Application Essay Prompts

The Common Application Essay prompts for the 2020-2021 school year have been released. The essay length will continue to be capped at 650 words. Common App essay experts provide this advice for students: "What do you want the readers of your application to know about you apart from courses, grades, and test scores? Choose the option that best helps you answer that question and write an essay of no more than 650 words, using the prompt to inspire and structure your response."

The essay prompts are listed below. Please use these questions as a guideline when thinking about your essay topic:

1. Some students have a background, identity, interest, or talent that is so meaningful they believe their application would be incomplete without it. If this sounds like you, then please share your story.

2. The lessons we take from obstacles we encounter can be fundamental to later success. Recount a time when you faced a challenge, setback, or failure. How did it affect you, and what did you learn from the experience?

3. Reflect on a time when you questioned or challenged a belief or idea. What prompted your thinking? What was the outcome?

4. Describe a problem you've solved or a problem you'd like to solve. It can be an intellectual challenge, a research query, an ethical dilemma - anything that is of personal importance, no matter the scale. Explain its significance to you and what steps you took or could be taken to identify a solution.

5. Discuss an accomplishment, event, or realization that sparked a period of personal growth and a new understanding of yourself or others.

6. Describe a topic, idea, or concept you find so engaging that it makes you lose all track of time. Why does it captivate you? What or who do you turn to when you want to learn more?

7. Share an essay on any topic of your choice. It can be one you've already written, one that responds to a different prompt, or one of your own design.

For more information, please visit: www.commonapp.org

Essay Writing Tips

Here are a few tips for developing an essay that conveys your personal qualities:

1. Don't put off writing your essays until the last minute. Allow yourself enough time for all the steps below, and write an individual essay for each college.

2. Be sure you understand the college's topics, directions, and deadlines, and look in its catalog or guidebooks for descriptions of personal qualities it is looking for.

3. Before you start your essay, jot down your aspirations and how you think the college will help you meet them. Then develop a personal inventory: Make lists of your civic and school activities; your travels, awards, or other accomplishments; your work experiences; any academic or personal shortcomings you are trying to overcome; and the personality traits you value about yourself. To focus your essay, study the inventory and develop a one-sentence theme from it.

4. Think about the form you might use to convey your information. Straight prose is fine, but if your theme lends itself to another approach, try it.

5. Now write a draft. Set it aside for 24 hours. Then read it to spot clichés, triteness, vagueness, dullness, grammatical errors, and misspellings. Is your essay focused on your theme, or does it ramble? Is it confusing? Boring? Does the introduction "grab" the reader?

6. Rewrite your essay based on this evaluation and repeat step 5 as often as necessary to sharpen your essay.

7. Ask someone whose opinions you respect to read your essay and give candid impressions. Ask for specifics: What do you think I'm trying to say? How do I come across as a person? What parts confuse or bore you? Where do I need more details? Tell me the parts you like best. But, do not let this person rewrite your essay – remember – it's **your** essay.

8. If necessary, go back to steps 3, 4, or 5. If this draft is the best you can do, polish it: Check again for spelling or grammatical errors, awkward phrases, inaccurate usage, and unnecessary words - anything that does not sound right. To find rough spots, read it aloud.

9. Type your essay - unless the college requires a handwritten version - and proofread it to catch typographical and other errors you may have missed.

10. Submit your essay on time and relax. If you've done all of the above, you can be fairly sure your work will be read with appreciation.

College Resources

There are many factors to consider before making a list of colleges that you want to attend. For example, admission deadlines, location, and school reputation are all factors to consider before applying to college. Below are links to help you get information that can encourage you to be successful in your desired college environment.

Cappex - **https://www.cappex.com/** - Helpful resource for comparing schools, calculating chances of admission, and financial aid. In addition, the website has reviews from students who are currently enrolled and students who have graduated.

Common Application - **www.commonapp.org** - Complete the Common College Application online.

College Board's Big Future - **https://bigfuture.collegeboard.org/** - Tailored for students who are not sure how to begin their college search. College Board's Big Future also guides students through the entire research process.

College Insight - **https://college-insight.org/** - Helpful resource for comparing colleges side-by-side based on data. Data normally includes economic status, racial diversity, and statistics on debt and financial aid.

CollegeNET - **www.collegenet.com** - Multipurpose college information site that provides online college applications, college search engine, financial aid information, and more.

Peterson's Guide - **www.petersons.com** - One of the most comprehensive and heavily traveled education resources on the web. Provides information on colleges, financial aid, study abroad programs, career education, and much more.

XAP – **www.xap.com** - Explore higher education opportunities, select colleges and universities that best match your needs and interests, and communicate directly with campuses nationwide.

CHAPTER 2: SAT AND ACT

National Testing Programs

Scholastic Aptitude Test (SAT):
- An admission testing program that is accepted by every college and university.
- The SAT measures four areas: Evidence-Based Reading, Writing, Mathematics with and without a calculator, and an optional essay.
- Registration must be completed online about five weeks prior to each test date. Although late registration is permitted, an additional fee is required.
- The registration form requires students enter Liberty's school code: 390325.
- Fee waivers are available in the Student Service Centers for students who qualify for free or reduced lunch.

SAT Subject Tests:
- Many Juniors/Seniors take the SAT Subject Tests in October, November, December, or May.
- Some colleges, for admissions purposes, require SAT Subject tests, which measure knowledge in specific subject areas.
- Be sure to check the registration and test dates because the deadlines are the same as those for the SAT.
- You may take one, two, or three Subject Tests on any one test date, but you cannot take the SAT and a Subject Test on the same day.
- It is recommended that you take the exam for a subject soon after completing the high school course on that subject so that the material is still fresh.

American College Test (ACT):
- An alternative admission testing program that is accepted by every college and university.
- The ACT measures four areas: English, Mathematics, Reading, Science reasoning, and an optional Writing section.
- Interested seniors should consider taking the July, September, October and/or December ACT.
- Registration is completed online. You must follow the registration timelines or pay an additional late fee. Fee waivers are available in the Student Service Center for students who qualify for free or reduced lunch.

Test of English as a Foreign Language (TOEFL):
- Should be taken by students who speak English as a second language.
- The purpose of the test is to evaluate English Proficiency of the students whose native language is not English.
- Many colleges accept this test score in addition to the SAT.

SPECIAL NOTE: All national tests require students to present acceptable identification before being permitted to take a test. ACCEPTABLE ID CAN BE SCHOOL ID CARD, DRIVER'S LICENSE OR CURRENT PASSPORT. Admission tickets are also required upon check-in. Be sure to enter accurate information when registering making sure to use the correct school **(390325)** and test center **(39152)** codes.

2021-2022 Anticipated Test Dates

2021-2022 SAT Anticipated Test Dates

May 8, 2021
June 5, 2021
August 28, 2021
October 2, 2021
November 6, 2021
December 4, 2021
March 12, 2022
May 7, 2022
June 4, 2022

www.collegeboard.org

SAT Fee: $52.00

Note: The College Board College Board will no longer offer SAT Subject Tests or SAT with Essay. More information about these changes can be read here:
https://blog.collegeboard.org/January-2021-sat-subject-test-and-essay-faq

2021-2022 ACT Tentative Test Dates

April 17, 2021
June 12, 2021
July 17, 2021
September 11, 2021
October 23, 2021
December 11, 2021
February 12, 2022
April 2, 2022
June 11, 2022
July 16, 2022

www.actstudent.org

ACT Fees:
(No Writing): $55.00
(Plus Writing): $70.00

Registration deadlines for both tests have not been published.

***Students who receive free/reduced lunch are eligible for a fee waiver.
See your School Counselor for details.***

SAT–ACT Score Comparisons

SAT to ACT		ACT to SAT	
SAT Score Verbal +Math	ACT Composite Score	ACT Composite Score	SAT Score Verbal +Math
1600	36	36	1600
1560–1590	35	35	1580
1510–1550	34	34	1520
1460–1500	33	33	1470
1410–1450	32	32	1420
1360–1400	31	31	1380
1320–1350	30	30	1340
1280–1310	29	29	1300
1240–1270	28	28	1260
1210–1230	27	27	1220
1170–1200	26	26	1180
1130–1160	25	25	1140
1090–1120	24	24	1110
1060–1080	23	23	1070
1020–1050	22	22	1030
980–1010	21	21	990
940–970	20	20	950
900–930	19	19	910
860–890	18	18	870
810–850	17	17	830
760–800	16	16	780
710–750	15	15	740
660–700	14	14	680
590–650	13	13	620
520–580	12	12	560
500–510	11	11	500

ACT and SAT Concordance Table

How Should I Study?

Barron's SAT, 29th Edition

Why is this book beneficial?
- ❖ The book contains **four full-length practice tests,** in addition to access to **two more full-length online practice tests**. This book gives you a lot of resources as well as opportunity to practice for the SAT.

- ❖ It offers a **diagnostic test,** a helpful tool to familiarize you with the SAT. This tool can get you into a testing mindset, and help you note anything you need to improve on moving forward.

The Official ACT OR SAT Prep Guide Review

Why is this book beneficial?
- ❖ Answer explanations are detailed and to the point

- ❖ Official test questions

- ❖ Questions are of appropriate difficulty

Visit your SSC for either of these prep books

Khan Academy - https://www.khanacademy.org/sat - The site breaks down each section into subtopics and gives you helpful tips on how to structure your prep schedule. Because it **keeps track of your progress,** you can log in from anywhere to pick up where you left off.

FREE practice that is...

Personalized to you
We'll create a tailored practice plan for you based on a diagnostic or your SAT or PSAT/NMSQT® scores

Official
8 full-length, real practice tests and content created in partnership with College Board

Interactive
Thousands of practice questions, videos, lessons, and hints plus study and test-taking tips and strategies

Instant
Get constant feedback and progress so you know where you stand

Raising confidence and scores

20 hours of practice on Khan Academy is associated with an average 115-point score increase from the PSAT/NMSQT to the SAT, nearly double the average gain without Khan

In 2017, Khan Academy and the College Board, the maker of the SAT, analyzed gains between the PSAT/NMSQT and the SAT and found a positive relationship between use of Official SAT Practice and score improvements on the SAT. Score gains are consistent across gender, family income, race, ethnicity and parental education level.

Setting a SMART goal for studying after taking the practice test…

The SMART method helps push you further, gives you a sense of direction, and helps you organize and reach your goals.

Specific: what exactly do you want to achieve

Meaningful: Why is it important and why does it motivate you?

Action Oriented: What steps do you need to take to achieve this goal?

Realistic: Self-explanatory. Your goal should not be to score a 36 on the ACT (unless you think you are legitimately capable of doing so)

Timely: What is your timeframe? When do you want to achieve this by?
For example: My goal is to increase my math score on the ACT from a 20 to 25 in order to increase my composite score. I will do this by studying Geometry for 20 minutes on Monday, Wednesday, and Friday during my study hall the rest of the semester.

SAT/ACT Resources

Test prep is an important part of the college admissions process. With a great score, you can show university admission officers that you are capable of working hard, performing well in stressful situations, and learning a large amount of content in a short period of time. SAT/ACT scores can also be a determining factor in receiving scholarships from a university. Below are links that will help you get your desired score!

College Board - **www.collegeboard.org** - Information on the SAT and other standardized tests. Also presents general information on searching for a college and financial aid. You will register to take the SAT test and send your scores to colleges once you apply through this website.

Khan Academy - **https://www.khanacademy.org/sat** - The site breaks down each section into subtopics and gives you helpful tips on how to structure your prep schedule. Because it **keeps track of your progress,** you can log in from anywhere to pick up where you left off.

The ACT - **www.actstudent.org** - Provides information on the ACT, registration dates, test preparation, college planning, financial aid, and career planning.

The Princeton Review - **www.princetonreview.com** - Learn test-taking strategies, admissions process, and research colleges.

Kaplan – **www.kaptest.com/SAT** - Kaplan offers free practice test. Try out each SAT test section in order to get a realistic, test-like interface, giving you the opportunity to experience what test day feels like beforehand.

CHAPTER 3: ADVANCED PLACEMENT

Advanced Placement

exploreap.org

Advanced Placement

When you take an AP® course, you tackle topics head-on and go deeper into subjects that interest you. You also get the chance to discuss and debate your perspectives with your AP teacher and classmates.

Why AP?

AP enables you to:

- Stand out in college admission
- Earn college credit
- Skip introductory college classes
- Save money on tuition
- Build college skills and confidence
- Explore potential majors based on your interests
- Turn subjects you love into fulfilling career paths

What's next?

Interested in taking AP? Here are some things you can do:

- Learn more about AP at exploreap.org
- Speak to your counselor or teacher
- Talk to classmates who have taken AP
- Discuss your options with your parents or family

00415-024

Important Factors Concerning AP Courses

- **AP Course Workload:** Be sure that the AP course you are considering taking and the workload that will come along with it is something that you can manage. For this reason, it benefits the student to take a class based on what they are thinking they want their future college major to be in.
- **Who gives AP exams:** AP exams are provided by the College Board and administered at Liberty HS at a cost of approximately $94 per exam. Students who receive free or reduced lunch may receive a fee waiver or a reduced rate for all exams.
- **When are AP exams taken:** During the first full two weeks of May
- **How are AP exams scored:**
    - AP exams are scored on a 1-5 scale
      5: Extremely Well Qualified
      4: Well Qualified
      3: Qualified
      2: Possibly Qualified
      1: No Recommendation
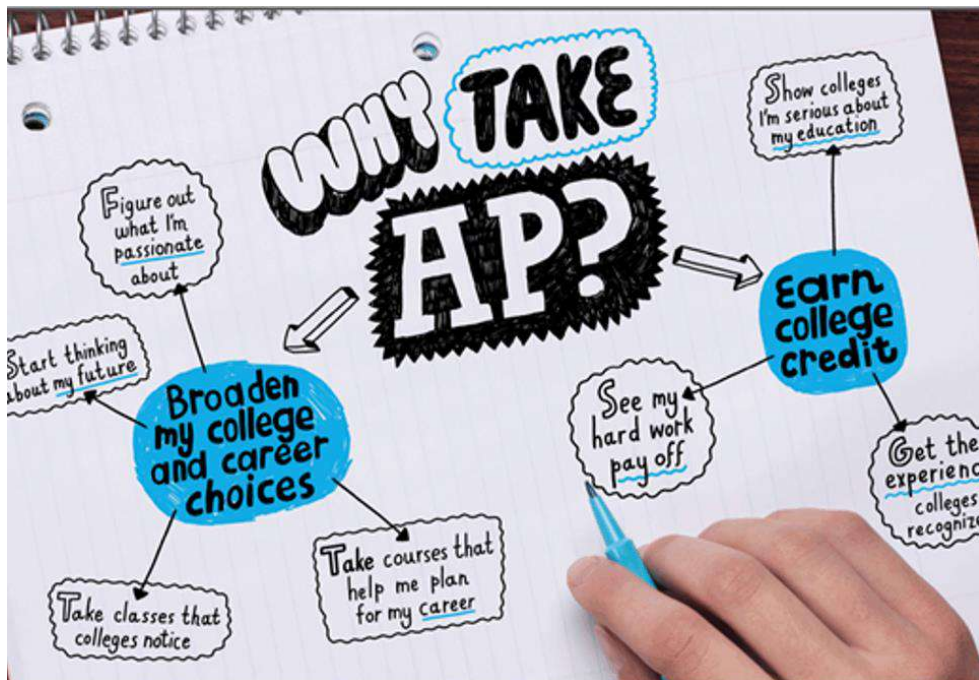
AP Score Credit Policies

Your AP Scores could earn you college credit or allow you to advance to the next level in that particular subject. See the chart below for the credit policies for a sampling of colleges. To search for any college, visit:

https://apstudents.collegeboard.org/getting-credit-placement/search-policies

College/University	AP Scores
Campbell University	4 or 5
Dartmouth College	Scores viewed for admission and placement. No college credit accepted.
DeSales University	In order to see if you have earned credit based on your AP test performance, please search the list of tests by subject on DeSales University's website: https://www.desales.edu/admissions-financial-aid/undergraduate-admissions-aid/admissions-requirements/advanced-placement-exams
Dickinson	4 or 5
East Stroudsburg University	3 or better
Edinboro University	3 and up
John Hopkins	Admission and credit when scoring a 4 or 5
King's College	3 or better
Kutztown University	3 or better
Lehigh University	In order to see if you have earned credit based on your AP test performance, please search the list of tests by subject on Lehigh Universities website. http://catalog.lehigh.edu/informationofgeneralinterest/advancedplacement/
Lebanon Valley College	3, 4, or 5
Lycoming College	4 or 5
Monmouth University	4 and 5
Moravian College	4 or 5
Muhlenberg College	Students who obtain an AP score of 4 or 5 will be offered a course unit credit in the appropriate discipline that will apply toward one of the 32 course units required for graduation and satisfy the corresponding general academic requirement at Muhlenberg. For more information look on https://apstudents.collegeboard.org/getting-credit-placement/search-policies/college/1328
New Haven	3 and up
Nova Southeastern University	3 and up for Advanced Placement

Penn State University	In order to see if you have earned Penn State credit based on your AP test performance, please search the list of tests by subject on Penn State University's website: https://admissions.psu.edu/academics/credit/ap/
Quinnipiac	4 or better for math and science, 3 or better for everything else
Rider University	3 or better; 4 if it is a science course
Rutgers	4 and 5
University of Scranton	4 and 5
Seton Hall	4 and 5
St. Bonaventure University	4 and 5
Temple	4 and 5
Tufts	4 and 5
Ursinus	4 and 5
University of Vermont	AP Scores 4's and 5's typically to receive credit; sometimes 3 (it depends on the test and major). Test scores are not factored into admissions decision.
Villanova	4 or 5; determined by the academic department
West Chester	3
Wilson College	4 or 5 accepted for credit

CHAPTER 4: DUAL ENROLLMENT

Dual Enrollment

Dual Enrollment enables students to take a college course for college credit while enrolled in high school. The following Dual Enrollment opportunities were available in the 2019-2020 school year. *Please see your School Counselor for applications and questions. These opportunities are subject to change*:

School	Description	Cost
Northampton Community College For more information, visit: https://www.northampton.edu/collegeconnections	Dual Enrollment opportunities are available to seniors in a variety of different subject areas. ● See Dual Enrollment Checklist for NCC on the following page	● $100 per credit
Moravian College For more information, visit: http://www.moravian.edu/admissions/guidance-counselors/deans-scholar	The Dual Enrollment/Scholars Program is designed to provide qualified high school juniors and seniors an opportunity to take a college course at Moravian College.	● $400 per course
Penn State Summer Discovery Series For more information, visit: http://lehighvalley.psu.edu/discovery-series-schedule-application	Six-week summer series in the areas of Health Care, Creative Arts, and Digital Information. ● Must have a 3.0 GPA or higher ● Submit standardized test scores (SAT, ACT, PSAT, or PSSAs) ● Complete and submit the Dual Enrollment Application.	● 50% off tuition ● $1,000 per class (approx.)
Penn State Dual Enrollment For more information, visit: http://lehighvalley.psu.edu/dualenrollment	The high school dual enrollment program is designed for exceptional students who wish to enroll in a maximum of eight credits per semester as a supplement to their high school level courses. ● Must have a 3.0 GPA or higher ● Must have a combined SAT/ACT of 1000 or higher	● 50% off Tuition ● $1,000 per class (approx.)
Penn State Pathway to College and Career Readiness	Penn State University, in partnership with the Workforce Investment Board, is offering students an opportunity to take a 3-credit Speech Communications course. ● Students must be on free or reduced lunch to qualify ● 2.5 GPA or higher	● Free

COLLEGE IS FOR EVERYONE.
PLAN FOR THE FUTURE YOU WANT WITH
DUAL ENROLLMENT

Dual Enrollment Checklist

Northampton Community College visits Liberty High School twice a year to register students for a Dual Enrollment course. Students will be notified via email and the Daily Announcements when registration will take place.

- ❏ Students **must** sign up in Naviance (under the College Visits tab) to be invited for registration.
- ❏ Students **must** complete the FREE online Dual Enrollment Application by the deadline if they have not already been accepted for this year. LINK: https://www.northampton.edu/admissions/admissions-process-overview/dual-enrollment.htm
- ❏ When the application is submitted, there will be a confirmation page with a link that will direct you to the "FERPA and Approval Form." Please return the completed form **(with your parent/guardian's signature)** to your School Counselor. FERPA and Approval Forms will be emailed to: dualenrollment@northampton.edu
- ❏ Students **must** meet with their School Counselor to obtain their signature on the FERPA form and for an official copy of their transcript
- ❏ The official transcript must be emailed to: transcripts@northampton.edu
- ❏ If you are seeking to replace a High School graduation requirement with a course at Northampton Community College, you will need to secure pre-approval from our Assistant Superintendent. Please see your School Counselor for more information.
- ❏ If you are interested in participating in Dual Enrollment, but the tuition costs are a hardship for you and your family, please visit this link for a scholarship opportunity: https://www.northampton.edu/admissions/admissions-process-overview/dual-enrollment/dual-enrollment-scholarship-application.htm
- ❏ The tuition cost for Dual Enrollment students is $100 per credit. Most courses are 3 credits.

Application complete, what's next? Once all of your application materials are received and reviewed, you will be sent an acceptance packet as a Dual Enrollment student from NCC. Please review this packet and be sure to keep your paperwork with your NCC ID number handy.

CHAPTER 5: COMMUNITY COLLEGES/TRANSFERING CREDITS

Community Colleges

Northampton Area Community College

With more than 100 options, NCC has the program or major for you! All academic programs are designed to help you meet your personal and/or career goals. Many programs will transfer to four-year colleges and universities. Others will prepare you to step right into today's competitive work force in a range of professions, trades and technical fields. Start exploring your future by visiting this website: https://www.northampton.edu/academics/programs-and-majors.htm

NCC is one of the most successful community college transfer programs in Pennsylvania. With NCC's reputation for academic integrity, having your credits transferred to an approved four-year college or university program is made simple. You're required to have earned Cs or higher for your individual course credits to transfer. While Northampton reviews each request on a case-by-case basis, our transfer agreements help simplify and streamline the process. If you choose not to transfer to a four-year university, NCC also offers two-year associate degrees.

NCC has signed over 100 transfer agreements with different four-year colleges and universities! These agreements let students take advantage of the NCC reputation and transfer easily in most cases! You can find a full list of programs on the link below or contact the Advising and Transfer Office to discuss your options directly.
https://www.northampton.edu/academics/academic-advising/transfer-advising/by-school.htm

Lehigh Carbon Community College

Founded in 1966, Lehigh Carbon Community College served more than 10,000 credit and 4,500 noncredit students in 2018-19 from Lehigh, Carbon, Schuylkill and surrounding counties and offered more than 90 programs of study in business, education, communication, computer science, technology, humanities, health care, science, engineering and math.

From the main campus in Schnecksville and modern sites in Allentown, Tamaqua, Jim Thorpe and Lehigh Valley International Airport, Lehigh Carbon offers two-year associate degrees, certificate and specialized diploma programs, and workforce training for students studying either full-time, part-time or online. You can find a full list of programs on the link below or contact the Advising and Transfer Office to discuss your options directly.
https://www.lccc.edu/academics/academic-programs

CHAPTER 6: FINACIAL AID & SCHOLARSHIPS

Scholarships and Other Financial Aid Resources

There are a number of different types of financial aid for seniors to consider. They are summarized below.

Local Scholarships and Grants

- This type of financial aid refers to scholarships and grants which have been made available by local organizations or regional and national aid programs.
- **Parents/guardians can explore scholarship options by visiting the Naviance Student website. Select "I'm a guest" under "Are you new here?" The password is "hurricanes."**
- Most of these scholarship applications are usually available during the second semester, a number of them are announced and have closing deadlines during the first semester. Seniors should LISTEN to announcements, READ the Daily Announcements, CHECK Naviance, GO to your SSC, and SHARE that information with their parents/guardians!

Scholarships and Grants Provided by Colleges

- Be sure to complete all forms required by the college for financial aid consideration. A form used by many private colleges is the CSS Profile. It can be completed online.
- A special note to the college's financial aid office or a telephone call emphasizing your need for financial aid can also be very helpful.

State and Federal Grants

- State and federal grants are available for students who demonstrate financial need through the Pennsylvania Higher Education Assistance Agency (PHEAA) and the Pell Grant (federal). Colleges require students to apply to these two programs as a condition for being considered for their scholarships and grants.
- Application for those programs is usually made starting on OCTOBER 1st of the senior year by completing the Free Application for Federal Student Aid (FAFSA). This can be completed online at www.fafsa.gov.

Student and Parent Loans

- Loans for students and parents are available from a variety of sources which include local banks and state and federal agencies. Application is made directly with some sources such as banks, while your college financial aid office will process requests for other loans.

Parent/Guardian and Student Employment

- Employers sometimes make grants of scholarships available to their employees. Be sure to check with the employer in early fall for any deadlines which you must observe.

Important Note: Much of the financial aid from the sources listed above is based on the difference between the cost of attending a school and the total amount the student and the family can afford to pay. Need is determined by factors such as family size, income and assets, number of dependents, family members attending college, and other financial circumstances. That is, the greater the financial need, the greater the financial aid. Therefore, students and parents should not rule out a particular college because it is deemed too expensive. Oftentimes, if a college is willing to accept a student, they are also willing to help that student meet the costs of attending that college.

2020–21 Federal Student Aid at a Glance

WHAT is federal student aid?

Federal student aid comes from the federal government— specifically, the U.S. Department of Education. It's money that helps a student pay for higher education expenses (i.e., college, career school, or graduate school expenses).

Federal student aid covers such expenses as tuition and fees, room and board, books and supplies, and transportation.

There are three main categories of federal student aid: grants, work-study funds, and loans. Check with your school's financial aid office to find out which programs the school participates in.

WHO gets federal student aid?

Some of the most basic eligibility requirements for students are that you must

- demonstrate financial need (for most programs—to learn more about financial need, visit StudentAid.gov/how-calculated);
- be a U.S. citizen or an eligible noncitizen;
- have a valid Social Security number;
- be registered with Selective Service, if you're a male (you must register between the ages of 18 and 25);
- be enrolled or accepted for enrollment in an eligible degree or certificate program;
- be enrolled at least half-time (for most programs); and
- maintain satisfactory academic progress in college, career school, or graduate school.

See the full list of eligibility requirements at StudentAid.gov/eligibility.

Completing and submitting the FAFSA® form is free and quick, and it gives you access to the largest sources of financial aid to pay for college or career school—federal, state, and school sources. If you need a print-out of the FAFSA® PDF, call 1-800-4-FED-AID (1-800-433-3243) or 334-523-2691 (TTY for the deaf or hard of hearing 1-800-730-8913).

HOW do you apply for federal student aid?.

1. **To apply for federal student aid, you must complete the *Free Application for Federal Student Aid* (FAFSA®) form at fafsa.gov.** The FAFSA form is available every Oct. 1 for the next school year. If you plan to attend college from July 1, 2020–June 30, 2021, submit a 2020–21 FAFSA form.

   Fill it out as soon as possible to meet school and state deadlines. Schools and states often use FAFSA information to award nonfederal aid, but their deadlines vary.Check with the schools that you're interested in for their deadlines, and find state and federal FAFSA deadlines at StudentAid.gov/fafsa.

2. **Students and parents are required to use an FSA ID (an account username and password combination) to sign their FAFSA® form online and to access information about their financial aid on U.S. Department of Education websites.** Your FSA ID is used to confirm your identity and electronically sign your federal student aid documents. Your FSA ID has the same legal status as a written signature. Don't give your FSA ID to anyone or allow anyone to create an FSA ID for you. To create an FSA ID, visit StudentAid.gov/fsa-id/create-account/launch.

3. After you apply, you'll receive a Student Aid Report, or SAR. Your SAR contains the information reported on your FAFSA form and usually includes your Expected Family Contribution (EFC). The EFC is a number (not a dollar amount) used to determine your eligibility for federal student aid. Review your SAR information to make sure it's correct. The school(s) you list on your FAFSA® form will get your SAR data electronically.

4. **Contact the schools you might attend**. Make sure the financial aid office at each school you're interested in has all the information needed to determine your eligibility. If you're eligible, each school's financial aid office will send you an aid offer showing the amount and types of aid (from all sources) the school will offer you. You can compare the aid offers you received and see which school is the most affordable once financial aid is taken into account.

Program	Program Information	Annual Award Amount (subject to change)
Federal Pell Grant	For undergraduates with financial need who have not earned bachelor's or professional degrees. For details and updates, visit StudentAid.gov/pell-grant.	Amounts can change annually. For the 2020–21 award year, the award amount is up to $6,345.
Federal Supplemental Educational Opportunity Grant (FSEOG)	For undergraduates with exceptional financial need; Federal Pell Grant recipients take priority; funds depend on availability at school. For details and updates, visit StudentAid.gov/fseog.	Up to $4,000.
Teacher Education Assistance for College and Higher Education (TEACH) Grant	For undergraduate, postbaccalaureate, and graduate students who are completing or plan to complete course work needed to begin a career in teaching.To receive a TEACH Grant, a student must agree to teach for four years in a high-need field at an elementary school, secondary school, or educational service agency that serves low-income families. If a student doesn't complete the teaching service requirement, all TEACH Grants the student received will be converted to a Direct Unsubsidized Loan that must be repaid, with interest. For details and updates, visit StudentAid.gov/teach.	Up to $4,000.
Iraq and Afghanistan Service Grant	For undergraduate students who are not Pell-eligible and whose parent or guardian died as a result of military service in Iraq or Afghanistan after the events of 9/11. For details and updates, visit StudentAid.gov/iraq-afghanistan.	The grant award can be equal to the maximum Federal Pell Grant amount (see above) but cannot exceed your cost of attending school.
Federal Work-Study	For undergraduate and graduate students; part-time jobs can be on campus or off campus. Money is earned while attending school. our total work-study award depends on when you apply, your level or financial need, and your school's funding level. For details and updates, visit StudentAid.gov/workstudy.	No annual minimum or maximum amounts
Direct Subsidized Loan	For undergraduate students who have financial need; U.S. Department of Education generally pays interest while the student is in school and during certain other periods; a student must be enrolled at least half-time. Interest rates for new Direct Subsidized Loans can change every year. Loans made to undergraduate students during the 2020–21 award year have a fixed interest rate of at 2.75% for the life of the loan. For details and updates, visit StudentAid.gov/sub-unsub.	Up to $5,500 depending on grade level.
Direct Unsubsidized Loan	For undergraduate and graduate or professional students; the borrower is responsible for interest during all periods; a student must be enrolled at least half- time; financial need is not required. Interest rates for new Direct Unsubsidized Loans can change every year. Loans made to undergraduate students during the 2020–21 award year have a fixed interest rate of 2.75% for the life of the loan.Loans made to graduate or professional students during the 2020–21 award year have the rate fixed at 4.30% for the life of the loan. For details and updates, visit StudentAid.gov/sub-unsub.	Up to $20,500 (less any subsidized amounts received for same period), depending on grade level and dependency status.
Direct PLUS Loan	For parents of dependent undergraduate students and for graduate or professional students; the borrower is responsible for interest during all periods; a student must be enrolled at least half-time; financial need is not required; the borrower must not have an adverse credit history.Interest rates for new Direct PLUS Loans can change every year. Loans made during the 2020–21 award year have a fixed interest rate of at 5.30% for the life of the loan. For details and updates, visit StudentAid.gov/plus.	Maximum amount is the cost of attendance minus any other financial aid received.

Try **StudentAid.gov/scholarships** for tips on where to look and for a link to a free online scholarship.

September 2020

Financial Aid/Scholarships Resources

Finding ways to fund your education can be an extremely long process. However, with proper guidance and access to resources, the process can become a little more manageable. Below are links that offer more information on financial aid, grants, and scholarship opportunities.

College Scholarships - **www.college-scholarships.com** - Free scholarship searching through the web.

FastWeb - **www.fastweb.com** - Free scholarship searching through the web.

FinAid: The Financial Aid Information Page - **www.finaid.org** - The Financial Aid Information Page gives several sources and websites to find information on the best financial aid available.

Free Application for Federal Student Aid (FAFSA) - **www.fafsa.gov** - Fill out the FAFSA on-line. The FAFSA is a federal financial aid form that is required by all colleges and many trade, technical, and business schools.

PA Higher Education Assistance Agency (PHEAA) - **www.pheaa.org** - Full-service student financial aid organization in providing affordable and efficient access to higher education.

CSS Profile - **www.collegeboard.org/profile** - Profile is an online financial aid application service of the College Scholarship Service (CSS), the financial aid division of the College Board.

Sallie Mae - **http://www.salliemae.com** - Offers many features as well as comprehensive information about financial aid for higher education.

The US Department of Education - **www.ed.gov/finaid.html** - Homepage of the federal agency that administers several major student aid programs, including Pell Grants and Stafford Loans.

CHAPTER 7: NATIONAL COLLEGIATE ATHLETIC ASSOCIATION (NCAA)

DIVISION I ACADEMIC REQUIREMENTS

College-bound student-athletes enrolling at an NCAA Division I school need to meet the following academic requirements to practice, compete and receive an athletics scholarship in their first year of full-time enrollment.

Core-Course Requirement

Complete 16 core courses in the following areas:

ENGLISH	MATH (Algebra I or higher)	NATURAL/ PHYSICAL SCIENCE (Including one year of lab, if offered)	ADDITIONAL (English, math or natural/physical science)	SOCIAL SCIENCE	ADDITIONAL COURSES (Any area listed to the left, foreign language or comparative religion/philosophy)
4 years	3 years	2 years	1 year	2 years	4 years

FULL QUALIFIER

- Complete 16 core courses.
  - Ten of the 16 core courses must be completed before the seventh semester (senior year) of high school.
  - Seven of the 10 core courses must be in English, math or natural/physical science.
- Earn a core-course GPA of at least 2.300.
- Earn an SAT combined score or ACT sum score matching the core-course GPA on the Division I sliding scale (see back page).
- Graduate high school.

ACADEMIC REDSHIRT

- Complete 16 core courses.
- Earn a core-course GPA of at least 2.000.
- Earn an SAT combined score or ACT sum score matching the core-course GPA on the Division I sliding scale (see back page).
- Graduate high school.

Full Qualifier
College-bound student-athletes may practice, compete and receive an athletics scholarship during their first year of full-time enrollment at an NCAA Division I school.

Academic Redshirt
College-bound student-athletes may receive an athletics scholarship during their first year of full-time enrollment and may practice during their first regular academic term, but may NOT compete during their first year of enrollment.

Nonqualifier
College-bound student-athletes will not be able to practice, compete or receive an athletics scholarship during their first year of full-time enrollment at an NCAA Division I school.

International Students
Please review the international initial-eligibility flyer for information and academic requirements specific to international student-athletes.

Click here for Division II academic requirements.

Test Scores

If a student plans to attend an NCAA Division I college or university in the 2019-20 or 2020-21 academic years, use the following charts to understand the core-course GPA he or she will need to meet NCAA Division I requirements.

A combined SAT score is calculated by adding critical reading and math subscores. An ACT sum score is calculated by adding English, math, reading and science subscores. A student may take the SAT or ACT an unlimited number of times before he or she enrolls full time in college. If a student takes either test more than once, the best subscores from each test are used for the academic certification process.

When a student registers for the SAT or ACT, he or she can use the NCAA Eligibility Center code of **9999** to send their scores directly to the NCAA Eligibility Center from the testing agency. Test scores on transcripts **CANNOT** be used in an academic certification.

DIVISION I
FULL QUALIFIER SLIDING SCALE

Core GPA	SAT*	ACT Sum*
3.550	400	37
3.525	410	38
3.500	430	39
3.475	440	40
3.450	460	41
3.425	470	41
3.400	490	42
3.375	500	42
3.350	520	43
3.325	530	44
3.300	550	44
3.275	560	45
3.250	580	46
3.225	590	46
3.200	600	47
3.175	620	47
3.150	630	48
3.125	650	49
3.100	660	49
3.075	680	50
3.050	690	50
3.025	710	51
3.000	720	52
2.975	730	52
2.950	740	53
2.925	750	53
2.900	750	54
2.875	760	55
2.850	770	56
2.825	780	56
2.800	790	57
2.775	800	58

DIVISION I
FULL QUALIFIER SLIDING SCALE

Core GPA	SAT*	ACT Sum*
2.750	810	59
2.725	820	60
2.700	830	61
2.675	840	61
2.650	850	62
2.625	860	63
2.600	860	64
2.575	870	65
2.550	880	66
2.525	890	67
2.500	900	68
2.475	910	69
2.450	920	70
2.425	930	70
2.400	940	71
2.375	950	72
2.350	960	73
2.325	970	74
2.300	980	75
2.299	990	76
2.275	990	76
2.250	1000	77
2.225	1010	78
2.200	1020	79
2.175	1030	80
2.150	1040	81
2.125	1050	82
2.100	1060	83
2.075	1070	84
2.050	1080	85
2.025	1090	86
2.000	1100	86

ACADEMIC REDSHIRT

*Final concordance research between the new SAT and ACT is ongoing.

DIVISION II ACADEMIC REQUIREMENTS

College-bound student-athletes enrolling at an NCAA Division II school need to meet the following academic requirements to practice, compete and receive an athletics scholarship in their first year of full-time enrollment.

Core-Course Requirement
Complete 16 core courses in the following areas:

ENGLISH	MATH (Algebra I or higher)	NATURAL/ PHYSICAL SCIENCE (including one year of lab, if offered)	ADDITIONAL (English, math or natural/physical science)	SOCIAL SCIENCE	ADDITIONAL COURSES (Any area listed to the left, foreign language or comparative religion/philosophy)
3 years	2 years	2 years	3 year	2 years	4 years

FULL QUALIFIER

- Complete 16 core courses.
- Earn a core-course GPA of at least 2.200.
- Earn an SAT combined score or ACT sum score matching the core-course GPA on the Division II full qualifier sliding scale (see back page).
- Graduate high school.

PARTIAL QUALIFIER

- Complete 16 core courses.
- Earn a core-course GPA of at least 2.000.
- Earn an SAT combined score or ACT sum score matching the core-course GPA on the Division II partial qualifier sliding scale (see back page).
- Graduate high school.

Full Qualifier
College-bound student-athletes may practice, compete and receive an athletics scholarship during their first year of full-time enrollment at an NCAA Division II school.

Partial Qualifier
College-bound student-athletes may receive an athletics scholarship during their first year of enrollment and may practice during their first year of full-time enrollment at a Division II school, but may NOT compete.

Nonqualifier
College-bound student-athletes will not be able to practice, compete or receive an athletics scholarship during their first year of full-time enrollment at an NCAA Division II school.

International Students
Please review the international initial-eligibility flyer for information and academic requirements specific to international student-athletes.

Click here for Division I academic requirements.

DIVISION II
FULL QUALIFIER SLIDING SCALE

Core GPA	SAT*	ACT Sum*
3.300 & above	400	37
3.275	410	38
3.250	430	39
3.225	440	40
3.200	460	41
3.175	470	41
3.150	490	42
3.125	500	42
3.100	520	43
3.075	530	44
3.050	550	44
3.025	560	45
3.000	580	46
2.975	590	46
2.950	600	47
2.925	620	47
2.900	630	48
2.875	650	49
2.850	660	49
2.825	680	50
2.800	690	50
2.775	710	51
2.750	720	52
2.725	730	52
2.700	740	53
2.675	750	53
2.650	750	54
2.625	760	55
2.600	770	56
2.575	780	56
2.550	790	57
2.525	800	58
2.500	810	59
2.475	820	60
2.450	830	61
2.425	840	61
2.400	850	62
2.375	860	63
2.350	860	64
2.325	870	65
2.300	880	66
2.275	890	67
2.250	900	68
2.225	910	69
2.200	920	70 & above

DIVISION II
PARTIAL QUALIFIER SLIDING SCALE

Core GPA	SAT*	ACT Sum*
3.050 & above	400	37
3.025	410	38
3.000	430	39
2.975	440	40
2.950	460	41
2.925	470	41
2.900	490	42
2.875	500	42
2.850	520	43
2.825	530	44
2.800	550	44
2.775	560	45
2.750	580	46
2.725	590	46
2.700	600	47
2.675	620	47
2.650	630	48
2.625	650	49
2.600	660	49
2.575	680	50
2.550	690	50
2.525	710	51
2.500	720	52
2.475	730	52
2.450	740	53
2.425	750	53
2.400	750	54
2.375	760	55
2.350	770	56
2.325	780	56
2.300	790	57
2.275	800	58
2.250	810	59
2.225	820	60
2.200	830	61
2.175	840	61
2.150	850	62
2.125	860	63
2.100	860	64
2.075	870	65
2.050	880	66
2.025	890	67
2.000	900	68 & above

*Final concordance research between the new SAT and ACT is ongoing.

Test Scores

If a student plans to attend an NCAA Division II college or university in the 2019-20 or 2020-21 academic years, use the following charts to understand the core-course GPA he or she will need to meet NCAA Division II requirements.

A combined SAT score is calculated by adding critical reading and math subscores. An ACT sum score is calculated by adding English, math, reading and science subscores. A student may take the SAT or ACT an unlimited number of times before he or she enrolls full time in college. If a student takes either test more than once, the best subscores from each test are used for the academic certification process.

CHAPTER 8: NAVIANCE

Naviance Student

If you have been a Liberty student for the past few years, then you are definitely familiar with Naviance Student. Hopefully you've enjoyed all of the online tools and resources it provides in developing your post-secondary plans. We encourage you to continue to use Naviance Student to explore and create your life plan by taking their career assessments, setting goals, conducting college searches, and much more!

Logging into Naviance Student:
1.   It is recommended that you use Chrome web browser.
2.   Naviance Student must be accessed using the Clever website or app. You can access Clever by:
        a.   G Suite-BASD Landing Page: https://sites.google.com/a/basdschools.org/google/
        b.   Via LHS Website: Parents & Students > Naviance Login
3. Click "Google Directory"
4. In the pop-up box enter your BASD credentials (ex. Doejf, Password: BASD000000)

Resources in Naviance:
You must use Naviance Student to sign up for College Visits, request letters of recommendation, and have your transcripts sent to colleges. Here are just a few of the tools that you will continue to find helpful as you finalize your post-secondary plans.

1.   Sign-up for College Visits:
        a.   The schedule of College Visits is in Naviance Student. We have over a 100 colleges/technical schools that visit each year. The list is continually updated. To attend you must sign-up for a visit in Naviance Student. It is your teacher's decision as to whether or not you are able to leave class to attend the visit.

2.   SuperMatch:
        a.   SuperMatch is just one of the college search tools you can use to explore institutions that meet your needs.

b. This tool allows you to provide a variety of criteria to narrow down the list of potential post-secondary options.

3. Colleges I'm Thinking About List:
    a. This is a place to keep a list of institutions that you are interested in looking into.
    b. When you save a college/school to this list you will automatically get an email when they visit LHS. Plus, as a senior you can easily move those schools to your "Colleges I'm Applying To" list.

4. Roadtrip Nation Interview:
    a. This is a digital career exploration tool that enables students to discover new pathways, interests, and ambitions.
    b. The archive includes more than 6,000 videos chronicling the diverse personal stories of leaders who have turned their passions into a career.

5. Résumé Builder:
    a. This tool makes résumé creation a snap and provides a number of options to customize the first impression potential schools and employers will have of you.

6. Career Assessments:
    a. There are a number of assessments in Naviance Student that, based on your likes and dislikes, will help you identify potential careers and pathways.
    b. Through engaging in career assessments, this will allow you to begin to research and best find what fits your career interests when planning for college.

NAVIANCE

Through Naviance, students can build on their interests, look at career opportunities, and connect their passion with their career choice. Below is a step-by-step procedure on how to sign up to meet with college representatives.

Procedures for Meeting with Visiting College Representatives

College representatives will be visiting Liberty during the fall of your senior year. In order to meet with a representative from a college you would like to attend or learn more about, see the steps below:

1. Log into to your Naviance Student account
2. Select on the 'Colleges' tab, then click on 'Home'
3. Scroll down to the bottom of the 'College' homepage
4. Select 'Show More' under the *College Visits* heading
5. Locate the college visit(s) you would like to attend and select 'Register Now'
6. Write down or take a screenshot of the visit, including its location
7. To cancel a visit, select 'Cancel'

NOTE: You must register 24 hours prior to the visit. There is a limit to the number of students who can sign up for a visit. Be sure to check Naviance Student frequently so that you don't miss an opportunity or to check if the location of a registered visit changed. Keep in mind that a test, quiz, or other major in-class work takes precedence over an appointment with a college representative. Please notify your teachers in advance regarding attendance for college visits.

CHAPTER 9: TECHNICAL SCHOOLS

Technical School

What is a Technical School?

Technical schools are designed to provide education on technical skills that are necessary to complete a specific task or job. Technical schools generally offer career-focused programs that quickly prepare graduates to enter the workforce. In contrast to community colleges, Technical schools give students the opportunity to complete their education without enrolling in courses that are unrelated in their choice of field. Technical programs usually take students 12 months to complete.

Is Technical School right for me?

In order to determine if attending a technical school is right for you, it is beneficial to consider a few of these factors: length of program, offered subjects, and admission requirements. If you decide that the traditional four-year degree is not for you but would still like to receive education and/or particular training in a skill, then a technical school may be the right choice for you. Additionally, technical schools are an excellent choice for students who can achieve their career goals in half the time as compared to a traditional four-year education.

Financial Aid and Loans

Technical schools are more likely to have limited access to financial aid opportunities. However, some technical schools meet certain requirements that allow their students to receive financial aid. Before deciding on where to begin your education, it is beneficial to determine if the school is eligible to disburse financial aid.

Before taking out a loan, you should understand the terms of agreement for when repayment begins. In order to fully understand the process of repaying your student loans, it is important to be mindful of these few things:

- Interest rate with the amount of money borrowed
- When to start paying back your loans
- How much each payment will be
- How long you have to repay the loan

If you decide not to pay your student loans, you may be liable to face these consequences:
- The IRS may confiscate your federal tax refunds
- You may not be able to buy a house, car, or get a credit card due to bad credit
- Your future employer may take money from your paycheck automatically to pay the loan
- You will be unable to receive other loans or grants in the future

Technical School Training in the Lehigh Valley

Lincoln Technical Institute - Allentown

- Short-term and long-term training across medical, automotive, technological, and electrical fields of study
- Students are eligible to receive financial assistance
- This institution is accredited by the Accrediting Commission of Career Schools and Colleges

More information: 844-215-1513, www.lincolntech.edu

McCann School of Business & Technology

- Short-term and long-term training across medical, commercial vehicle operation, business administration, Criminal Justice, maintenance technology, and Phlebotomy
- Students are eligible to receive financial assistance

More information: 484-223-4600, https://www.mccann.edu/

Triangle Tech, Bethlehem

- Short-term and long-term training across 3D Printing Technology, Electricity and Construction Technology, Heating and Air Conditioning Technology, Welding Technology and Carpentry Technology
- Students are eligible to receive financial assistance
- This institution is accredited by the Accrediting Commission of Career Schools and Colleges

More information: 610-266-2910 www.triangle-tech.edu

Is Technical School for Me?

Pennsylvania's 12 Targeted Industry Clusters[7]

An industry cluster consists of a group of industries that are closely linked by common product markets, labor pools, similar technologies, supplier chains, and /or other economic ties. Clusters can take on strategic importance because activities that benefit one group member will generally have positive spillover effects on other members of the cluster.

Nine industry clusters, with critical sub-clusters, have been identified for workforce strategies. These nine clusters account for nearly 69 percent of all employment in the Commonwealth.

ADVANCED MANUFACTURING
- Welder
- Machinist
- Production Supervisor

HOSPITALITY, LEISURE & ENTERTAINMENT
- Culinary Chef
- Amusement and Recreation Attendant
- Customer Service Representative

AGRICULTURE & FOOD PRODUCTION
- Veterinarian
- Environmental Engineer
- Food Scientist

ENERGY
- Drill Operator
- Maintenance and Repair
- Operations Manager

BIOMEDICAL
- Chemist
- Industrial Engineer
- Medical and Clinical Laboratory Technologist

HEALTH CARE
- Nurse
- Mental Health Counselor
- Medical Secretary

BUILDING & CONSTRUCTION
- Carpenter
- Electrician
- Plumber

REAL ESTATE, FINANCE & INSURANCE
- Insurance Sales Agent
- Loan Officer
- Personal Financial Advisor

BUSINESS SERVICES
- Accountant
- Sales Manager
- Securities, Commodities and Financial Services Sales Agent

WOOD, WOOD PRODUCTS & PUBLISHING
- Prepress Technician
- Graphic Design
- Cabinetmaker

EDUCATION
- Teacher or Teacher Assistant
- Bus Driver
- Office Staff

LOGISTICS & TRANSPORTATION
- Tractor Trailer Truck Driver
- Cargo and Freight Agent
- Packer and Packager

7 Pennsylvania Department of Labor and Industry Center for Workforce Information and Analysis, retrieved March 2018, http://www.workstats.dli.pa.gov/Products/PAIndustryClusters/Pages/default.aspx

Technical School Salaries

Where are the JOBS?

Many Americans are surprised to learn that a majority of our nation's jobs demand "middle skills," and these are often obtained through two-year technical degrees and training programs. Clearly, a traditional four-year college degree is not the only path to middle and high skill careers paying family-sustaining wages. Consider the following data:[3]

- According to the National Skills Coalition, about 50 percent of all jobs in Pennsylvania are considered middle skilled, and that percentage is slightly higher than the national average of 48% middle skilled jobs.[4]

- Across the nation, 30 million jobs offering an average salary of $55,000 a year do not require a bachelor's degree.

- By 2020, 65 percent of all jobs in the U.S. are expected to require at least some postsecondary education: 35 percent of job openings will require at least a bachelor's degree and 30 percent will require some college or an associate's degree.

- 31 percent of young workers with an associates degree earn more than those with a bachelor's degree.

- 27 percent of young workers with licenses and certificates earn more than those with a bachelor's degree.

3 A. P. Carnevale, et al. Recovery: Job Growth and Education Requirements Through 2020. Georgetown University Center on Education and the Workforce, 2013
4 National Skills Coalition. https://www.nationalskillscoalition.org/resources/publications/2017-middle-skills-fact-sheets/file/Pennsylvania-MiddleSkills.pdf

Examples of careers requiring less than a four-year degree include the following:[5]

ASSOCIATE'S DEGREE:

	Entry Level Annual Wage	Average Annual Wage
Registered Nurse	$50,560	$67,550
Computer Programmer	$48,360	$78,830
Dental Hygienist	$48,060	$62,830
Electrical Engin. Tech	$38,240	$55,620
Paralegal	$34,520	$53,390
Cardiovascular Tech	$33,160	$51,850
Web Developer	$38,160	$62,830
Construction Manager	$65,400	$115,520

SOME POSTSECONDARY TRAINING OR ON-THE-JOB TRAINING:

Cement Mason	$30,960	$46,640
Construction Equipment Operator	$33,150	$47,900
Pipelayer	$36,440	$51,150
Correctional Officer	$35,600	$50,380

5 Retrieved March 2018 from the Pennsylvania Department of Labor and Industry, Center for Workforce Information and Analysis http://www.workstats.dli.pa.gov/Documents/PA%20IDOL/PA%20IDOL.pdf

CHAPTER 10: MILITARY BRANCHES AND ARMED SERVICES VOCATIONAL APTITUDE BATTERY (ASVAB)

Military Branches

U.S. Army: The Army's mission is to protect the security of the United States and its vital resources. The Army is constantly ready to defend American interests and the interests of our allies through land-based operations anywhere in the world. Army men and women work in a variety of jobs ranging from general administration to the operations and maintenance of the Army's many thousands of weapons, vehicles, aircraft carriers, and technical electronic systems.
ACTIVE DUTY POPULATION: 561,979
Find out more at www.GoArmy.com or 1.888.550.ARMY.

Army National Guard: The federal mission of the Army National Guard is to prepare to be called to active duty as a reserve of the Army. The U.S. Constitution designates a second mission to each state's National Guard. That mission ensures that the Pennsylvania National Guard is organized to assist the Governor of Pennsylvania during times of natural or other state emergencies. Upon mobilization, the state Guard comes under the control of the Army.
ACTIVE DUTY POPULATION: 336,879
Find out more at NationalGuard.com or 1.800.GO.GUARD.

U.S. Navy: The Navy defends the right to travel and trade freely on the world's oceans and protects our country and national interests overseas during times of international conflict. Navy personnel operate and repair ships and aircrafts. They serve on ships at sea, on submarines under the sea, in aviation positions on land and sea, and at shore bases around the world.
ACTIVE DUTY POPULATION: 371,000
Find out more at www.Navy.com or 1.800.USA.NAVY.

U.S. Air Force: The U.S. Air Force defends the United States through control and exploitation of air and space. The Air Force flies and maintains aircraft, such as long-range bombers, supersonic fighters, Airborne Warning and Control System (AWACS) aircraft, and many others to protect the interests of America and its allies. The Air Force recruits approximately 30,000 to 40,000 men and women each year to fill openings in hundreds of Air Force careers.
ACTIVE DUTY POPULATION: 400,000
Find out more at www.Airforce.com or 1.800.423.USAF.

U.S. Marine Corps: The U.S. Marine Corps has grown to become one of the most elite fighting forces in the world. Officers and enlisted Marines fly planes and helicopters, operate radar equipment, drive armored vehicles, and gather intelligence along with hundreds of other jobs. Each year, the Marine Corps recruit men and women to fill job openings. Training programs offer challenging and progressive skill development with emphasis on the development of mental strength and physical prowess.
ACTIVE DUTY POPULATION: 174,000
Find out more at www.Marines.com or 1.800.MARINES

U.S. Coast Guard: The U.S. Coast Guard's mission is to protect America's coastlines and inland waterways by enforcing customs and fishing laws, combating drug smuggling, conducting search and rescue missions, maintaining lighthouses, and promoting boat safety. The Coast Guard is part of the Department of Transportation and in times of war, may be commissioned to the Department of Defense under the command of the Navy.
ACTIVE DUTY POPULATION: 40,992
Find out more at www.GoCoastGuard.com or 1.877.NOW.USCG.

BRING THE ASVAB CEP TO YOUR SCHOOL

Contact an Education Services Specialist to determine availability in your area.

www.asvabprogram.com
(800) 323-0513

The ASVAB measures developed abilities and helps predict future academic and occupational success.

PARTICIPATION

ASVAB CEP participation is ALWAYS voluntary. Students in grades 10-12 and college students are invited to participate.

ASVAB CEP results give students a current snapshot of their skill levels so they may improve performance on high-stakes standardized tests.

COMMUNICATION

Each school determines if and when ASVAB results are forwarded to the military recruiting services by selecting one of eight score release options. Participants have no obligation to talk to a military recruiter or enter military service.

Schools determine and coordinate score release options with parents and Education Service Specialists. If parents prefer a different score release option, they can visit www.asvabprogram.com and download the appropriate form.

EXPLORATION

Students gain access to exclusive career exploration tools after they receive their scores. Then, they can independently explore **any** careers that interest them, including those found in the Military.

ASVAB CEP is not all about the Military; it's about options.

DoD sponsors ASVAB CEP with a two-part mission: to provide a career exploration service to U.S. youth and to provide qualified leads to military recruiters. Participants have no obligation to military service, but 11th-12th grade students who choose to can use their scores to explore enlistment.

ASVAB CEP offers an equally unique opportunity to those interested in pursuing education, work, training, and/or certification because the ASVAB assesses academic ability and predicts success in a wide variety of careers in addition to military occupations.

Web-based testing is available to schools that meet certain technical requirements! For more details call 800.323.0513 or go to **www.asvabprogram.com** to bring ASVAB CEP to your school.

Schools using the ASVAB CEP provide a comprehensive career planning program - at no cost and no commitment. Participating schools receive:

MULTIPLE-APTITUDE TEST

The ASVAB assesses a student's ability to learn new skills and is a predictor of success in training and education programs regardless of post-secondary intention.

INTEREST INVENTORY

The Find Your Interests inventory is based on John Holland's widely accepted theory of career choice.

CAREER EXPLORATION TOOLS

Armed with an understanding of their skills and interests, students then explore careers that coincide with their unique skill-interest profile.

OCCU-Find, a catalog of careers with job-related information all geared toward helping students identify satisfying occupations.

My Portfolio, a customizable resume-like document designed to help students chart and share their plans and accomplishments.

My Educational and Career Plans, a guided exercise to encourage students to explore occupations based on their interests, achievements and favorite experiences, make initial career plans, and evaluate current and future programs of study.

My Coursework Planner, an activity to help students determine remaining coursework requirements for entry into occupations of interest.

www.careersinthemilitary.com, a comprehensive online resource powered by ASVAB CEP that allows students to discover extensive details about military career opportunities across all Services, their Service-specific ASVAB line scores, and which Services offer which jobs.

ASVAB CEP promotes career literacy through exposure to career-field entry requirements and future-oriented planning tools to help students develop an action plan to share with parents and educators.

PARTICIPATING STUDENT INTENTIONS (Five-year average)

43%	4 year college
8%	2 year college
2%	Career and Technical Education
18%	Military
4%	Work
25%	Undecided

53% of participating students intend to pursue a post-secondary education.

CHAPTER 11: POST-SECONDARY EMPLOYEMENT

Résumé Building

Your résumé is going to be one of the most important documents that will be requested by a potential employer, school, or any other opportunity. Below you will find tips on how to make sure your résumé is absolutely superior. Your ability to impress the person looking at your résumé can, and will, make all the difference.

TIP #1: Make it Legible
- Use legible font (Times New Roman, Arial, or Calibri)
- Make sure the font is the right size (between 10 and 12)
- Use standards margins

TIP #2: Be Consistent
- Make sure bullet points are formatted the same way throughout the résumé
- Have consistent formatting (ex: using bullet points to highlight achievements and responsibilities the same way in different sections of résumé)
- Be consistent with font size and style (ex: bold and italics)

TIP #3: Show Impact
- List past jobs in chronological order, from most recent to oldest
- Include meaningful information about how you benefited employers in previous positions
- Use action verbs and give specific examples (ex: planned and implemented social activities to form a cohesive community)

TIP #4: Strive to be Different
- Highlight talents that can be relevant to the position or company
- Being fluent in a different language can give you an upper hand
- Describe situations that highlight your leadership skills

TIP # 5: Edit Carefully
- Proofread! One simple typo can ruin your chances of getting an interview
- Show that you are a results-driven professional
- Do not be afraid to get help from your School Counselor
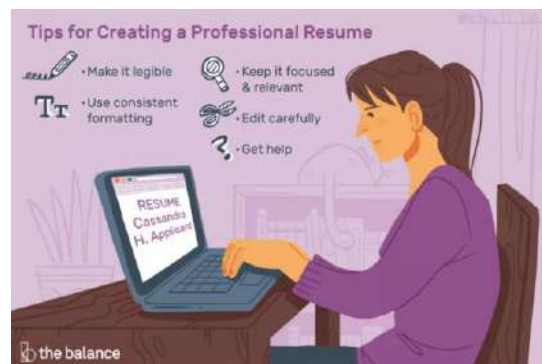
Job Interview Attire

Be sure you take into consideration the job you are pursuing. Thus, giving you the opportunity to assess the proper attire to wear to an interview. If you wear a suit to an interview for a camp counselor, or a T-shirt to an interview at a bank, it will send the message that you do not truly understand what is involved in the role. Below are some suggestions and further distinction between professional/business attire, as well as business casual attire.

- Generally, a job interview calls for you to wear professional, or business, attire. For men, this might mean a suit jacket, along with slacks, shirt, and tie or a sweater and button-down shirt. For women, a blouse, dress pants or a statement dress is appropriate.

- The most important thing to consider when you're dressing for a job interview is that you should look professional and polished regardless of the type of position you're seeking.

- If you have an interview at a startup company, nix the head-to-toe formal business attire. You want to look appropriate and professional, but not too formal. Rather than showing up in a black suit and dress shoes, opt for something that is relaxed but still presentable: relaxed-fit khakis, dark-wash jeans, and a nice top.

- When wearing accessories to an interview, less is more. Choose accessories that will enhance your interview attire, not overwhelm it.

Sample Job Interview Questions

There are many different possible interview questions one can be asked. Listed below are some basic interview questions. It may also be useful to research possible interview questions that pertain to your career choice.

- Tell me about yourself
- What are your strengths?
- What are your weaknesses?
- Why do you want this job?
- Where would you like to be in your career five years from now?
- What attracted you to this job type?
- Why should we hire you?
- What kind of goals would you have in mind if you got this job?
- What techniques and tools do you use to keep yourself organized?
- What is your personal mission statement?
- What's the most important thing you learned in school?
- What are the qualities of a good leader? A bad leader?
- Why did you choose this career track?
- Out of the other candidates why should we hire you?
- Why do you want this job?

Information retrieved from the Balance

Career Resources

Deciding on a future career can be incredibly stressful and confusing. However, your school counselor can help you alleviate some of these stressors to provide you with some clarity. With this idea in mind, it is beneficial to utilize the links below and your school counselor to gain insight into what career(s) that may be best suited for you.

CareerLink Lehigh Valley - **www.careerlinklehighvalley.org** - CareerLink Lehigh Valley is an employment center that connects employers and job opportunities with qualified job seekers.

Job Corps - https://www.jobcorps.gov/train - Job Corps is vocational training program that helps young people ages 16-24 complete their high school education, train for meaningful careers, and obtain employment after graduation.

My Future - **www.myfuture.com** - Great site for students who want a broad range of information from managing money to finding the career which is right for you.

Naviance – **http://connection.naviance.com/lib** - Visit this web site that provides Liberty Students with access to a comprehensive Career/College website. This site allows you to set up a portfolio of career and college information that you can return to time and again.

Occupational Outlook Handbook - **www.bls.gov/ooh** - Nationally recognized source of career information, designed to provide valuable assistance to individuals making decisions about their future work lives.

Occupational Information Network (O*NET) - https://www.onetonline.org/ - This website contains occupational definitions to help students, job seekers, businesses and workforce development professionals to understand today's world of work in the United States.

PA Job Bank - **http://www.jobbankusa.com** See a listing of real Pennsylvania job openings in your chosen career, including what you need to do to get the job and how much you will be paid

The Balance Careers - https://www.thebalancecareers.com/steps-to-choosing-career-525506 - Visit this website to learn more about the steps you need to take when deciding your career.

CHAPTER 12: LIBERTY HIGH SCHOOL FORMS

Naviance | Student

College Data Forms

On the following pages, you will find directions for applying to colleges using Naviance, as well as the forms and surveys you need to complete and submit to your SSC secretary for your application to be processed. These forms/surveys will be used to process the required materials for your college application and for various scholarships or awards. **Please be sure to bring back the Parent/Guardian Brag Sheet and Permission to Release Records to your SSC secretary together if any of the colleges you're applying to require letter of recommendation. The Senior Brag Survey must be submitted through Naviance. If your college does not require a counselor Letter of Recommendation, only the completed Permission to Release Records needs to be returned.**

- ❏ **Parent/Guardian Brag Sheet**
- ❏ **Senior Brag Survey:** *Find the Survey in Naviance: About Me > My Stuff > My Surveys*
- ❏ **Permission to Release Records**

Through Naviance, students can also access tips on writing the college essay, college visits, résumé building, and more. **Please reference "Liberty High School's College Application Process" located within the resource section. This will assist you in going through the steps that need to be completed within Naviance when requesting application materials be sent to colleges.**

Accessing Scholarships:
1. Log into to Naviance Student
2. Select the 'Colleges' tab
3. Select 'Scholarships and Money' at the bottom of the dropdown menu
4. Another menu will appear with the options: Scholarship Match, Scholarship List, Scholarship Applications, National Scholarship Search.

Scholarship Match: Naviance uses criteria (GPA, ACT/SAT scores) to identify scholarships that you might qualify for.

Scholarship List: This is where you find scholarships posted by LHS

Scholarship Applications: Where you can record the scholarships (including amounts) you've earned

National Scholarship Match: A scholarship search tool

LIBERTY HIGH SCHOOL'S:
College Application Process

Follow these steps to have your documents be sent to colleges (ie. transcripts, letters.) ALL transcripts and LHS teacher recommendations must be requested using Naviance Student.

Applying and Sending Application Materials (Transcripts, Letters, & SAT/ACT Scores):

❑ Apply to Colleges through their Website **OR** through the Common Application Website
(http://www.commonapp.org/). The way you apply is dependent on the school's policies. See the reverse side of this page regarding delivery types and syncing your Common Application with Naviance.

❑ Add Colleges you have Applied to "Colleges I'm Applying To" List *Schools on your Common Application list will automatically appear in Naviance, once the accounts are matched. No need to manually add these.

   1. Select 'Colleges I'm Applying To' from the Home Page or College Home in Naviance Student
   2. Add college(s) by selecting the plus sign (➕) & answer questions about submission method, delivery type (*see back of page*) and type of application (*regular, early etc.*)
   3. Select the 'Add Application' or if you have already submitted a release (*see below*) click 'Add Application and Request Transcript'

❑ Complete the following to be authorized to request transcripts be sent to your

   schools:

   1. Complete the *"Senior Brag Survey"* in Naviance: This is available via the 'My Planner' or 'About Me' dropdown boxes NOTE: If after submitting it you should need to update this information, contact your counselor. There is a time limit to complete the survey; have your answers prepared beforehand. The College Planning guide lists the questions that are in the survey.
   2. Have your parent/guardian complete the *Parent Brag Sheet* & sign *College Application Release*
   3. After the above steps have been completed, give the signed *College Application Release* and *Parent Brag Sheet* to your SSC Secretary. At the time you submit these forms, they will check to make sure you completed the Senior Brag Survey in Naviance. **Materials will be returned if not all steps have been completed.**
       NOTE: Counselors and teachers must be provided **10 SCHOOL DAYS** to submit materials.

❏ Request transcript and counselor's letter of recommendation be sent to your college(s)::
   1. Go to 'Colleges I'm Applying To' in Naviance
   2. Select the 'Manage Transcript' link
   3. Select the colleges you want it sent to.
   4. Scroll to the bottom and select 'Request and Finish'
      NOTE: If you add colleges later, you will have to repeat these steps for that school.

❏ Use your ACT or SAT Account (via actstudent.org or collegeboard.org) to Send Scores to Colleges. Counselors **cannot submit ACT or SAT** scores to colleges.

❏ If Letters of Recommendation are Needed:
   1. Ask your teacher, in person, to write your letter of recommendation.
   2. To make it possible for a *current Liberty teacher* to send a letter (via electronic or Common App delivery methods), you must make the request in Naviance. Click the Teacher Recommendation (bottom left side), in the College Homepage. Select the teacher and then college(s) you want your letters sent to. Be careful to *not exceed the maximum* number of teachers letters a school accepts.
   3. For *non-Liberty or former Liberty teachers*, letters of recommendation provide them a link from the college application or Common App to submit their letter OR give them a self-addressed stamped envelope to send their letter in.

Understanding how you are Applying and how your Material will be Delivered

Delivery Types

- Electronic
- CA Common App
- Common App via Electronic
- CO Coalition App
- ? Unknown
- Mail Only
- Common App Mail Only

= If you see a stamp icon, then your materials are being submitted by mail. Provide **1** large self-addressed (Admissions Office of College) envelope (9" x 12"), **2** business size self-addressed envelopes, and a total of **5** stamps. Provide your teachers with self-addressed stamped envelopes as well.

Electronic = If you see this icon after adding a college to your list, then you are applying via the college's website and materials are being sent by your counselor electronically ('Direct to the Institution'). No common application or envelopes required to process your materials.

CO Coalition App = Applying via Coalition Application.

COMMON APP INDICATORS: Some schools accept only the Common Application (Common App Exclusive) other will accept either Common Apps or applying through their website (known as 'Direct to the Institution' in Naviance). We recommend that if two or more of your schools accept the Common App that you go through the steps of applying via their website (www.commonapp.org).

Common Application exclusive schools will show **CA** icon.
Schools that accept more than one type of application, 'Directly to the Institution' or 'Common App.' In these cases, students must choose how you are applying **before** requesting materials to be sent to schools by selecting 'Direct to the Institution' or 'Via Common App' from the drop down box under 'I'll Submit my App' when initially adding a college. If you are unsure of your decision of how you are going to applying to a college (Common App or Direct to the Institution) when you initially add a school then select 'I'm not Sure' from the drop down box. You will see ❓ this icon until you resolve how you are applying. You can later go back and resolve how you are applying (Common App or Direct to Institution) by selecting Edit (with a pencil icon) by that college. The 🖥 icon means you are applying the non-common application method.

MATCHING COMMON APP & NAVIANCE: This MUST be done to sync the Common Application to Naviance, otherwise your materials (transcripts & letters) cannot be sent. In the "Colleges I'm Applying to" screen you will see a blue box titled "Match Accounts." Enter the email used to create the common application account (must be the same), verify your date of birth and select the the "match" button. Note that you must have completed the FERPA waiver under "Recommenders and FERPA" in your common app account via their website. Guidance cannot send any documents (including your transcript) until the Common App is indication is correct and the accounts match.

Parent/Guardian Brag Sheet

In order to help your School Counselor give the best possible recommendation for scholarships, job, enrichment programs, or college applications, please take a few moments to complete this form. This information is confidential and kept only in the counselor's working file. It will be discarded after graduation.

Student Name: _____
(First Name, Middle Initial, Last Name)

1. The words that first come to mind to describe my son or daughter are (please list 5 adjectives):

2. What do you consider to be the outstanding accomplishments of your child during the past three or four years? Why?

3. What do you consider to be his/her outstanding qualities or personality traits? Describe.

4. I'd like you to know the following information about my daughter/son:

5. I think he or she would do best in the following college setting (describe location, size, cost, etc.)

6. Are there any unusual or personal circumstances that affected your child's educational experiences or personal experiences?

_____   _____

Parent/Guardian Signature   Date

Please feel free to attach an additional sheet if your comments do not fit into the spaces provided. This survey is in Naviance and **must be completed prior** to handing in your College Application Release and Parent/Guardian Brag Sheet to your SSC secretary. Use this form to prepare your answers for the online survey. *Find the Survey in Naviance: About Me > My Stuff > My Survey*

Questions on the Senior Brag Survey (Complete in Naviance)

Are you applying to schools that _require_ a counselor letter of recommendation? YES NO

College Major: _____ **Career Goal:** _____

1. What course(s) have you especially liked at Liberty? Why?

2. What positions of leadership/responsibility have you held in high school or in the community? What were your duties? What did you learn from those experiences? [ADDRESS YOUR COMMUNITY SERVICE]

3. Have you been involved in any special activities/enrichment programs during the past several summers? If yes, please describe.

4. Describe any employment you have had along with your duties and any special responsibilities which were assigned to you.

5. What are your strengths/special talents?

6. What makes you unique as an individual?

7. What career do you plan (goal) to pursue upon graduation from college? Why have you chosen that career?

8. What is your intended college major? Why have you selected it?

9. What will you contribute to a college/university community?

10. Are there any significant experiences and/or personal circumstances that have impacted your education? If yes, please describe.

11. Is there anything else you would like your counselor to consider in your college recommendation? If yes, then please list below. (Attach an additional sheet if necessary).

12. What academic qualities would you like your teacher(s) to highlight in their letter of recommendation? Are there any assignments or projects you would like them to address in their letter?

List your activities (school, community, & summer enrichment) and mark the grade(s)	9	10	11	12

Use additional paper if needed

MUST HAVE *Senior Brag Survey (in Naviance) & Parent/Guardian Brag Sheet completed prior to submitting this to your SSC Secretary if your college requires a counselor Letter of Recommendation.*

College Application Release

Guidance Department – Permission to Release Records

Student Name: _____

Parent/Guardian Name: _____

School Counselor: (please circle)

Mr. Uhler A-BE	Mr. Zullo BI-CL	Ms. Coomer CO-D	Mrs. Litak E-GO	Mrs. Adelsberger GR-JOH	Ms. Walke JON-L
Mr. Wuchter M-MI	Mrs. Berry MO-PA	Mrs. Parra PE-RI	Ms. Vazquez RO-SE	Mrs. Abboud SF-T	Mrs. Kwitowski U-Z

Parent/Guardian,

By signing below, you consent to the following:

- I give my permission for Liberty High School to release Official Administrative Records (includes name, address, birth date, transcript, and attendance record), Discipline Records, and Standardized Test Scores (*students are responsible for having SAT/ACT scores sent directly to the college*) to colleges and organizations.

- I give my permission for my son's/daughter's official transcript to be sent to all colleges/universities to which they apply using the Naviance Electronic Document System. *Please Note*: For the colleges that do not accept electronic documents, a hard copy of your son's/daughter's transcript will be mailed to the college. Students are responsible for providing envelopes and stamps for mailing.

- ***For Student Athletes only:** I give my permission for my son/daughter to communicate with coaches from colleges/universities and for counselors to provide them with information regarding my transcript, GPA and rank.

REQUESTS FOR TRANSCRIPTS AND RECOMMENDATIONS MUST BE MADE AT LEAST 10 SCHOOL DAYS BEFORE THE COLLEGE DEADLINE. Remember, applications will not be processed on school holidays or weekends.

Parent/Guardian Signature: _____ Date: _____

Additional Tips

- Start now! DO NOT wait until the last minute to begin to apply to schools and ask for letters of recommendation. Allow yourself plenty of time to respond to essay prompts. Also allow your teachers, coaches, and counselor plenty of time to complete a letter of recommendation.
- Be aware of deadlines and listen to announcements.
- Check Naviance Student for new scholarship opportunities, college representative visits, and related information.
- Keep copies of what you submit (if possible).
- **Allow at least 10 school days for college applications to be processed in your SSC. Remember: college applications and letters of recommendations will not be processed on weekends or during school holidays.**
- Keep your School Counselor informed of admission decisions and scholarship offers. Update Naviance Student with college decisions as you receive them.
- In the spring, inform all colleges which accepted you whether or not you will attend.