

NORTHGATE HIGH SCHOOL
Calendar for Parents and College Bound Students

This calendar outlines the various tasks that college bound students and their parents should be tackling on a month by month basis, throughout high school. Services available at high schools will vary from campus to campus. At some high schools, the Career Center handles all college guidance; on other campuses responsibility is shared with the Guidance Office. All CA community colleges have similar procedures.

Month	S = Student Responsibility P = Parent involvement recommended	9	10	11	12
AUG.	Review NHS Information. Be sure you have a clear understanding of: <ul style="list-style-type: none"> graduation requirements college entrance requirements testing (high school exit exam and college admission) Plan a 4-year program. Update annually.	S/P	S/P	S/P	S/P
SEPTEMBER	Register for ACT, SAT and SAT Subject Tests <u>prior</u> to the start of school. <i>Arrange to send score reports directly to colleges.</i> Register for the SAT on-line at: www.collegeboard.com Register for the ACT on-line at: www.actstudent.org Attend your high school's Senior Parent Information Night. Obtain an ROTC scholarship application from the local military recruitment office if you are interested in this program. Finalize application choices: college campuses/majors Participate in extra curricular activities and service; colleges consider them to be important evidence of talent and leadership. If necessary, seek help from teachers and locate a peer tutor.				S/P P S S/P S S S S
OCTOBER	Pay the PSAT registration fee. The PSAT is offered once a year, on the <u>third Saturday in October.</u> Most applications are now available at college web sites and may be printed out or completed on-line. Consider using the Common Application , which is accepted by 350 primarily private colleges, and is available at: www.commonapp.org Check your high school Scholarship List at least once a month, October through June. Update your Activities/Community Service Resume , and ask teachers for necessary letters of recommendation. Verify your eligibility for admission to UC and CSU. Applications will be available on-line in October at: www.csumentor.edu and www.universityofcalifornia.edu/apply Mail ROTC scholarship and Military Academy application(s).		S	S	S S S S/P S

N O V E M B E R	<p>E-mail admission application(s) to UC and CSU by November 30th. Print out an application summary for your files.</p> <p>Visit CSU Housing Offices on-line for housing contract information. Housing is <i>very</i> limited at many CSU campuses.</p> <p>Send official transcripts to private and out-of-state colleges.</p> <p>Send SAT and/or ACT scores to <u>all</u> colleges applied to. Consult: www.collegeboard.com and www.act.student.org.</p> <p>Military Academy goal? Contact an academy representative to review your plans and clarify application procedures.</p>				<p>S/P</p> <p>S/P</p> <p>S</p> <p>S/P</p> <p>S/P</p>
D E C E M B E R	<p>Last opportunity to take SAT, SAT Subject Tests, and/or ACT tests for admission purposes.</p> <p>Obtain financial aid worksheets and a Cal Grant GPA Verification Form from your Career Center or Guidance Office.</p> <p>Review PSAT results. Use the PSAT score report to identify areas that need strengthening before spring test dates.</p>				<p>S</p> <p>S</p> <p>S/P</p> <p>S/P</p>
J A N U A R Y	<p>Attend your high school's Financial Aid Information Night.</p> <p>Inquire about scholarships from parents' employers, labor unions, etc. Pursue local scholarship opportunities through June.</p> <p>Apply to UC Berkeley's summer ATDP program. This is an enrichment program for gifted students. Colleges offer a variety of summer programs for high school students.</p>			<p>P</p> <p>S/P</p> <p>S/P</p> <p>S/P</p>	<p>S/P</p> <p>S/P</p> <p>S/P</p> <p>S/P</p>
F E B R U A R Y	<p>Mail financial aid forms between January 2nd and March 2nd (CA deadline). Apply even if you don't think you will qualify!</p> <p>Submit Cal Grant GPA Verification Form to the High School Registrar or Career Center by mid-February <i>at the latest!</i></p> <p>Arrange to have Mid-year Reports (7-semester transcripts) sent to requesting colleges.</p> <p>Register for May Advanced Placement Exams at high schools.</p> <p>Use internet search engines to begin your college search. Students who take the PSAT have access to MyRoad at no charge.</p> <p>Review college entrance requirements; plan a challenging fall schedule. Take math as a Senior!</p> <p>Register for spring SAT, SAT Subject Tests and/or ACT by mail or at www.collegeboard.com and/or www.actstudent.org.</p>				<p>S/P</p> <p>S</p> <p>S</p> <p>S/P</p> <p>S/P</p> <p>S</p> <p>S</p> <p>S/P</p> <p>S/P</p> <p>S/P</p> <p>S/P</p>

<p>M A R C H</p>	<p>Attend your high school or district College Information Night.</p> <p>Apply to Diablo Valley College at: www.dvc.edu . Print out the application confirmation page - you will need to bring it to DVC's required placement tests, which are offered at area high schools during March and April.</p> <p>Write to U.S. Senators, Congressional Representatives, and the Vice-President seeking military academy nominations.</p> <p>Take the required DVC Placement Tests.</p>			<p>S/P</p> <p>S/P</p>	<p>S</p> <p>S</p>
<p>A P R I L</p>	<p>Contact the community college bookstore for summer and/or fall class schedules, or visit www.dvc.edu. Obtain <i>Concurrent Enrollment</i> forms from the Guidance Office or Career Center.</p> <p>Visit colleges over spring break. Colleges are generally in session throughout April, and offer tours and information sessions.</p> <p>Mail a deposit to the college you will attend in the fall by May 1st.</p>	<p>S/P</p>	<p>S/P</p> <p>S/P</p>	<p>S/P</p> <p>S/P</p>	<p>S/P</p>
<p>M A Y</p>	<p>Attend one of the East Bay College Fairs at Saint Mary's College or Cal State East Bay in late April or early May.</p> <p>Notify the Career Center or Guidance Office of scholarships received by providing a copy of the award letter or certificate.</p> <p>Take Counseling 105 (Freshman Orientation) at DVC and register for classes for summer and/or fall terms.</p> <p>Request that the Registrar send your final, 8-semester transcript to your intended college.</p> <p>Express appreciation to others helping you along the way.</p> <p>Complete your high school's <i>Exit Survey</i>.</p>	<p>S</p>	<p>S/P</p> <p>S</p>	<p>S/P</p> <p>S</p> <p>S</p> <p>S</p>	<p>S/P</p> <p>S</p> <p>S</p> <p>S</p>
<p>J U N E</p>	<p>Visit colleges. Take a tour and attend the information session presented once or twice a day by the Admissions Office.</p> <p>Begin planning for college expenses. Consult an educational tax accountant about the various federal programs (Education IRA's, <i>Hope Scholarship</i>, <i>Lifetime Learning Credit</i>, etc.). Research 529 Plans. Families are not limited to California's 529 Plan.</p> <p>Download an application from any college you plan to apply to through Early Decision or Early Action. Start writing any essays or personal statements that will be required.</p> <p>Research scholarships at: www.fastweb.com.</p>	<p>P</p>	<p>P</p>	<p>S/P</p> <p>S</p> <p>S/P</p>	

GLOSSARY OF TERMS For College Bound Students

ACT Assessment (ACT): tests which measure educational development in English, Mathematics, Reading, Science, and Writing. Offered six times a year, the ACT may be submitted in addition to or in place of the SAT for college admission. The Writing section of the ACT is optional.

Advanced Placement: granting of college credit and/or assignment to an advanced course on the basis of evidence that the student has mastered the equivalent of an introductory college course. AP testing takes place in May. Register at your high school in early February.

Appeals: applicants denied by UC and CSU campuses can appeal the decision if updated information warrants reconsideration. The student needs to provide this information to the Admissions Office *promptly* and directly. Letters of support from teachers will be considered.

CAR (California Aid Report): official notification of eligibility for state financial aid programs. Seniors must submit a **FAFSA** and a **GPA Verification Form** by March 2nd for consideration.

College Work Study Program: a government supported financial aid program coordinated through college financial aid offices whereby an eligible student works part time while attending college, generally on campus or in the local community.

Cooperative Work Study Education: a program in which the student alternates between full-time study and full-time paid employment related to the college major. Under this plan, the bachelor's degree usually requires a minimum of five years to complete.

Deferred Admission: Allowing an accepted student to postpone enrollment for one year. Students interested in taking a “gap year” should complete all college testing while enrolled in high school.

Early Admission: admitting students of superior ability into college courses and programs before they have completed the standard high school program. However, high school *graduation* is required in order to qualify for federal financial aid.

Early Decision: the option of applying to selective colleges early in the application season (usually in November). If accepted, the student is obligated to enroll at that campus. A student can apply to **only one college** under Early Decision. *Early Action* options are not binding in nature.

Externship: a short-term work experience, such as job shadowing during spring break.

Federal Application for Student Aid (FAFSA): a form used to collect information about the student's family income, assets, and expenses. This information is used to assess the family's potential contribution toward college expenses (*Expected Family Contribution* or EFC). Some colleges may also require a supplemental financial aid application.

CSS Profile: a supplemental financial aid application required by some colleges to collect additional information about family finances.

Grade Point Average (GPA): an indicator of the student's overall scholastic performance. The GPA is computed by totaling the number of grade points earned in each course (generally, A=4, B=3, C=2, D=1, F=0) and then dividing the sum by the total number of semester grades. Quarter grades are not used in this calculation. Honors points may also be included in the grade point average calculation.

Grade Point Average Verification: a form required by the *California Student Aid Commission* for its Cal Grant Programs. At most high schools the Registrar re-computes the GPA and either submits the data directly to the California Student Aid Commission, or returns the form to the student for mailing by the March 2nd deadline.

Honors Program: any program offering opportunity for superior students to enrich their educational experience through independent, advanced, or accelerated study. AP and Honors courses generally earn an extra point (A=5) in computing the GPA.

Impacted Programs: majors for which there are more applicants than spaces at some or all CSU campuses. Higher standards may be applied to choose students for these programs. Apply by 11/30.

Internship: a summer or college term spent gaining practical experience related to a particular major or career goal. It may be paid or unpaid, full time or just a few hours a week.

Major: the subject of study in which the student chooses to specialize; a series of related courses, taken primarily in the junior and senior years of college. Community college students generally must select a major prior to transfer.

Open Admissions: the policy of community colleges of admitting all high school graduates, regardless of grades, admission test scores, or graduation status.

PLAN: the practice version of the ACT (American College Test), given in the fall of the tenth grade. It includes an occupational interest inventory.

PSAT: a test given to high school sophomores and juniors to assess strengths and weaknesses as compared to other college-bound students across the nation. This test must be taken during the junior year to qualify a student for the *National Merit Scholarship* competition, and recognition programs for Hispanic and African-American students.

Priority Filing Period: in California, applications to the University of California, and impacted Cal State University campuses and majors, must be mailed or e-mailed by November 30th.

Regional Occupational Program: a program of study which prepares students for employment, often in a specific occupation. An ROP program can last a few months, or more than two years, and may lead to a certificate, diploma, or associate degree. ROP is available to high school students age 16 and over, and to adults in the county.

Reserve Officers Training Corps (ROTC): Air Force, Army, and Navy programs on selected college campuses which combine military education with baccalaureate degree study, often with financial support for students who commit themselves to future service in the Armed Forces. Scholarship recipients may have a limited choice of majors, based on the needs of the military branch.

Rolling Admissions: the practice of admitting or denying an applicant for admission as soon as all

required forms and documents are received and evaluated. The CSU utilizes rolling admissions except for impacted majors and campuses.

SAT: the SAT Reasoning Test evaluates reading, math, and writing skills necessary for success in college. Colleges across the country accept both SAT and ACT scores for admission purposes.

SAT Subject Tests: One-hour achievement tests in a variety of high school subjects administered by the *College Board*. The University of California requires two SAT Subject Tests in addition to the SAT Reasoning Test or ACT with Writing. The subject tests must represent two different academic areas.

SAR (Student Aid Report): official notification of eligibility for Federal Financial Aid, including the Pell Grant, and the *Expected Family Contribution* (EFC) to college expenses. Up to ten colleges of the student's choosing will receive SAR information electronically.

SIR (Student Intent to Register): a form submitted to the college or university that a student plans to attend by May 1st of the senior year in high school. A tuition and/or housing deposit is typically required at this time. An SIR may be submitted to *one college*. Submitting more than one deposit may result in offers of admission being rescinded.

TOEFL: test of English as a foreign language. UC and CSU campuses require that applicants who have attended any high school where English is *not* the language of instruction submit TOEFL scores.

Transcript: official record of high school courses and grades generally required as part of the college application. UC and CSU applications include a *self-reported* transcript. Do not send transcripts to UC or CSU campuses unless the campus requests a transcript *after* the application has been received.

Wait List: students not accepted by selective colleges may be offered a place on a waiting list. If fewer students accept offers of admission than expected, wait-listed students may be offered a space in the incoming class.