

*The Admission Process

A Step-by-Step Guide to Applying for
College Admission

*Where to Start: Junior Year Action Items



*Summer Action Items

College
Admission
Workshop:
Boot Camp
June 6–8, 2017

Take Advantage
of Summer
Enrichment
Programs

Attempt a
College Essay
Draft: Look at
admission
websites for
prompts

Determine Your
List of Colleges
to Which You
Will Apply

*Senior Year: What to Expect

Take SAT and/or
ACT Again for
Maximum
Admission and
Scholarship
Opportunities

Submit All
Application
Materials in a
Timely Fashion—
Review All
Deadlines!

Apply for
Scholarships and
Financial Aid

Submit
Enrollment
Deposit at the
College You Will
Be Attending

*Taking the SATs and ACTs

- * Students must register online at the appropriate website to take either College Entrance Exam
- * Students should take both exams for their greatest admission opportunity
 - * Both exams are accepted at all colleges and universities
 - * Most colleges will use whichever score is highest between the two
 - * Send Scores to Colleges Upon Registration
 - * Four free “score-sends” at this time
 - * \$11-12 per college to send scores later

SAT: www.collegeboard.com/sat

ACT: www.actstudent.org

Fee Waivers Available for Students who Meet Financial Eligibility

*Spring 2017 SAT and ACT Dates

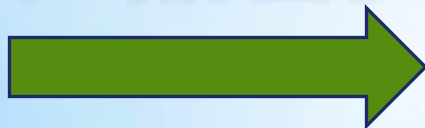
ACT

www.actstudent.org

TEST DATE	REGISTRATION DEADLINE	LATE FEE REGISTRATION
February 11, 2017	January 13, 2017	Jan. 14-20, 2017
April 8, 2017	March 3, 2017	March 4-17, 2017
April 19, 2017*	*ACT School Day at WHS. Register through the Counseling Center	
June 10, 2017	May 5, 2017	May 6-19, 2017

Students register online for all SATs and ACTs, *except* for the *ACT School Day* on April 19th

AT WHS!



SAT

www.collegeboard.com

TEST DATE	REGISTRATION DEADLINE	LATE FEE REGISTRATION
January 21, 2017	December 21, 2016	Dec. 22, 2016-Jan. 6, 2017
March 11, 2017	February 10, 2017	Feb. 11-24, 2017
May 6, 2017**	April 7, 2017	April 8-21, 2017
June 3, 2017	May 9, 2017	May 10-19, 2017

* Opportunities at WHS

- * School Day ACT: April 19th at Westfield High School

 - * Available only to Juniors

 - * Registration Forms will be available after winter break and will be due February 24th!

- * SAT at Westfield HS

 - * WHS is an official test center for Saturday SAT administrations in May and October.

* Preparing for your SAT and ACT

- * Both College Board and ACT have free test prep on their websites
 - * Sample test questions and short quizzes
 - * Full practice tests
 - * Question-of-the-Day: posted on their websites, Twitter and apps
- * Khan Academy and College Board have partnered for free Test Prep for the redesigned SAT
 - * Links to your College Board account
 - * Offers personalized practice recommendations
 - * Turnitin Scoring Engine will score practice essays that use actual SAT essay prompts
 - * <https://www.khanacademy.org/sat>
- * Test Prep services
 - * Can be helpful, but are often costly. Utilize the free services first!

* Students Can Use Naviance to Assist with the College Search

* SuperMatch College Search

* Search and Bookmark Colleges that Interest You

* Link to Admission Websites

* See Admission Deadlines

* View Admission Statistics and Compare Your Stats to Other Admitted Students

*** Finding Your Fit: Using Naviance to Research Colleges**

*Naviance SuperMatch College Search

family connection

courses colleges careers about me my planner

College Search (4,627 schools available)

MY SEARCH OPTIONS: Start Over Save My Searches

FIND & PIN A SCHOOL BY NAME: Enter name of school

FIND YOUR BEST FIT:

- Location
- Majors
- My Scores
- Tuition and Fees
- Ethnicity
- School Type
- School Size
- On Campus Housing
- Campus Setting

I'm interested in schools in a:

- Large Urban Area (Pop. > 250,000)
- Small Urban Area (Pop. = 250,000)
- Suburb/Town close to a Large Urban Area
- Suburb/Town close to a Small Urban Area
- Town not near an Urban Area
- Rural

My Choices: **Kinda** and **Very** (drag and drop to change importance level)

Kinda	Very	Must-Have
<input checked="" type="checkbox"/> Creek Life	<input checked="" type="checkbox"/> Location	<input checked="" type="checkbox"/> Majors
<input checked="" type="checkbox"/> Public or Private	<input checked="" type="checkbox"/> Sports	<input checked="" type="checkbox"/> Gender Mix
	<input checked="" type="checkbox"/> Campus Setting	
	<input checked="" type="checkbox"/> School Type	

Results: 20 Expand Results Collapse Results

MY PINNED SCHOOLS: 1 2 3 4 5 I WANT TO...

MY RESULTS:

- 100% WXYZ** University of Illinois at Urbana-Champaign, Champaign, Illinois. [Pin It!](#) [Expand](#) [Add to Colleges I'm Thinking About](#) [Request Information](#) [Web Tour](#) [Apply Online](#)
- 100% WXYZ** The University of Iowa, Iowa City, Iowa. [Pin It!](#) [Expand](#) [Add to Colleges I'm Thinking About](#) [Request Information](#) [Web Tour](#) [Apply Online](#)
- 100% WXYZ** University of Minnesota Duluth, Duluth, Minnesota. [Pin It!](#) [Expand](#) [Add to Colleges I'm Thinking About](#) [Request Information](#) [Web Tour](#) [Apply Online](#)

Help Topics: Get Matched, Pin Your Favorite, Compare, Save

Feedback: Tell us what you think of Supermatch!

SuperMatch™ Patent Pending

List of colleges by state or province

* Naviance: College Search Tools

family connection

home | courses | colleges | careers | about me | my planner

search colleges: Go

colleges I'm thinking about

+ add to this list | compare me

MORE SEARCH OPTIONS >>>

my colleges

- colleges I'm thinking about
- colleges I'm applying to
- college visits

college research

- SuperMatch™ college search
- college match
- college compare
- college lookup
- college search

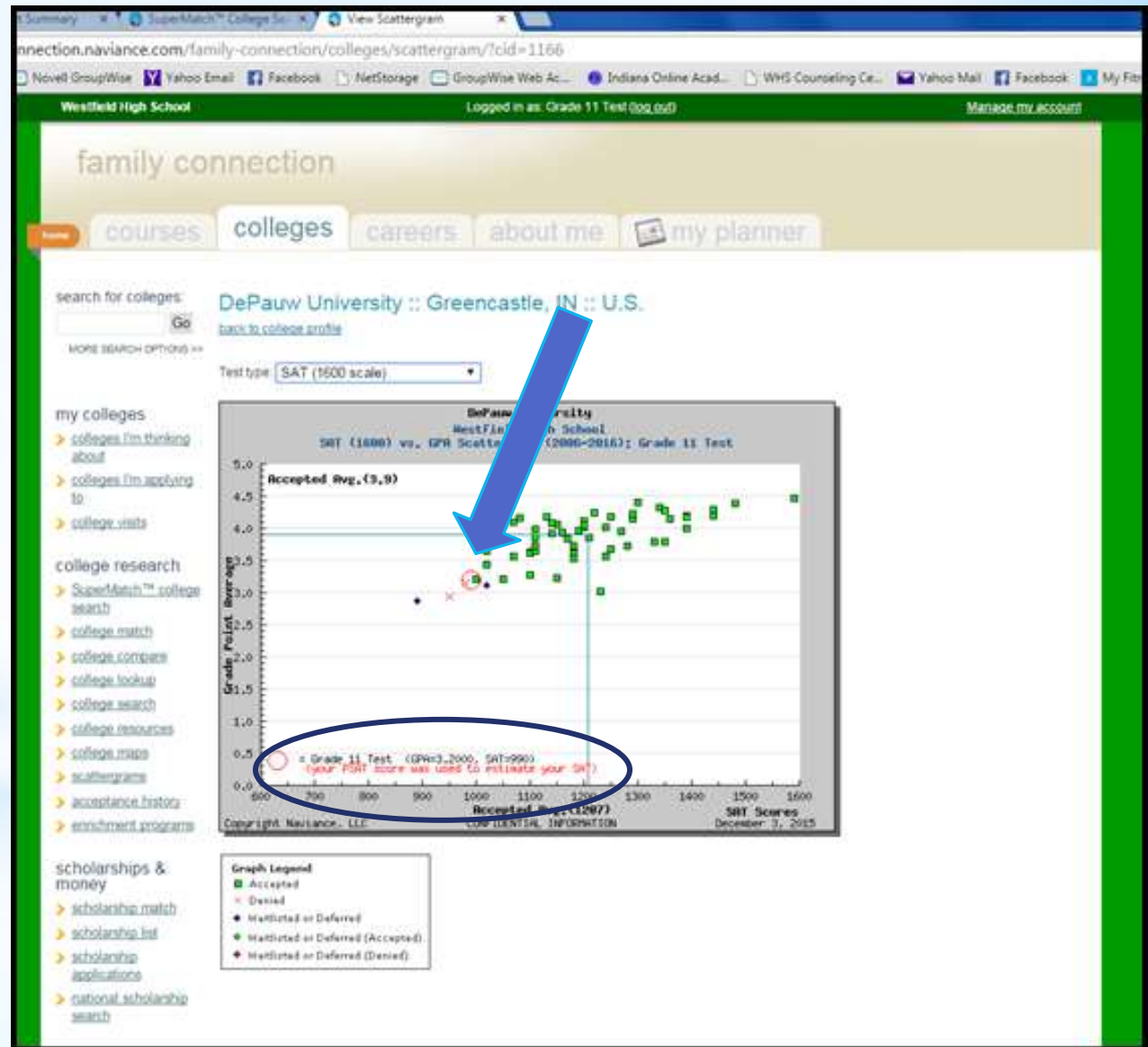
College	Delivery type	Added By	My Interest	Application Deadlines†				Actions		
				Early Decision	Early Action	Priority	Regular Decision	CONTACT	GRAPH	MMW
<input type="checkbox"/> Ball State Univ		student	Medium	-	-	3/1	5/1			
<input type="checkbox"/> Butler Univ		student	High	-	11/1	-	2/1			
<input type="checkbox"/> Duke Univ		student	Medium	11/1	-	-	1/2			
<input type="checkbox"/> Indiana U Bloomington		student	High	-	-	11/1	-			
<input type="checkbox"/> U of North Carolina Charlotte		student	High	-	-	-	-			

Update Interest | Move to Application List | Remove from List

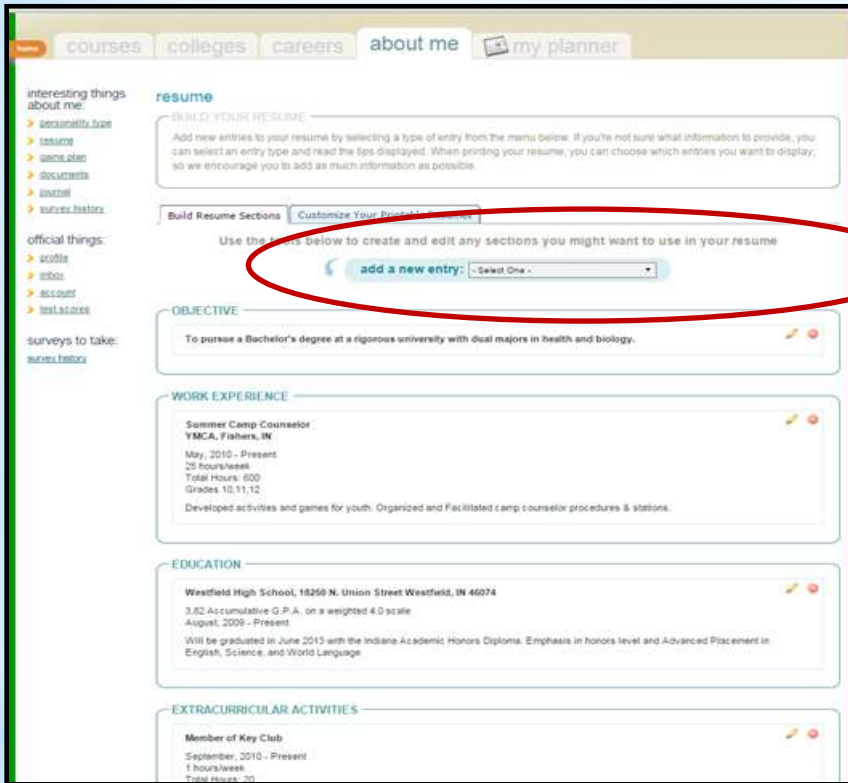
†College information is provided by the colleges themselves. Costs, dates, policies, and programs are subject to change, so please confirm important facts with college admission personnel.

*Naviance: Academic Fit

Scattergrams allow students to view their academic profile in comparison to previous Westfield HS students who applied.



* Using Naviance to Create a Resume



The screenshot shows the Naviance 'BUILD YOUR RESUME' interface. The top navigation bar includes 'courses', 'colleges', 'careers', 'about me', and 'my planner'. The main content area is titled 'BUILD YOUR RESUME' and contains several sections: 'OBJECTIVE', 'WORK EXPERIENCE', 'EDUCATION', and 'EXTRACURRICULAR ACTIVITIES'. A red circle highlights the 'add a new entry' button in the 'Build Resume Sections' area. A blue arrow points from the text on the right to this button.

- Create your resume in Naviance.
- Continue to update as you go.

Many college and scholarship applications ask for a resume or a list of your extra-curricular activities, including clubs, sports, jobs, community service and awards. Resumes should only consist of activities and awards throughout your high school career.

- * Juniors and Seniors get two school days that can be excused for College Visits
- * College Visits can be scheduled through the college's Admission Office, oftentimes online
- * Take the tour, meet with an admission counselor, visit a class or meet with a professor
- * If possible, visit when classes are in session
- * Hang out in common areas and talk with current students
- * ***Do some research prior to visit and ask questions!***
- * *College Visit Excuse Forms are available online, in Naviance, and in the Counseling Center and Info Desk. Turn in prior to visit, and bring something official back from colleges.*

*** Make the Most of
Your College Visits**

* Upcoming College Advising Programs for the Class of 2018

* Scheduling and Academic Advising

- * Throughout the month of January
- * Students should plan to schedule a rigorous senior year

* Shamrock College Rep Day

- * Wednesday, March 15, 2017 at 10:30 a.m. in the WHS Gym

* Greater Indianapolis Northside College Fair

- * Wednesday, March 15, 2017 at the 502 East Event Center (Carmel) ; 6:30-8:00 p.m.

* AP/ACP Meet the Teacher Night

- * Wednesday, April 26th at WHS; 6:30 p.m.

* College Admission Boot Camp

- * June 6–8, 2017

* Westfield College Visits

- * Throughout the fall, WHS will host college admission counselors from a variety of schools. All students are welcome.

*Senior Year: College Application Process

Complete Applications Online

- Common Application
- College Admission Websites

Request transcripts through Naviance

If needed, request letters of recommendation through Naviance

Send your SAT and ACT scores directly to colleges through the appropriate website

Be sure to meet all college deadlines. Early Action deadlines are often tied to scholarship consideration

Online Applications typically become available in August of the Senior Year

Transcript requests will be fulfilled starting Aug. 30th.

Track all Applications in *Naviance: Colleges I'm Applying To*

*Senior Year: Applying to Colleges

Aug 30

- Transcript requests begin to be fulfilled by Counseling Staff

Oct 1

- Transcript Requests and Letter of Recommendation Packet due to Counselor for all students requiring a letter of rec for application

* Important Dates in
the Senior Year

*Tracking Applications in Naviance

Use Naviance to:

- Track applications
- Note deadlines
- Track statuses
- Request transcripts
- Request Teacher Recommendations

Common App Schools

- Naviance directly links to your Common App list, once it is “matched.”

The screenshot shows the Naviance interface for tracking college applications. At the top, there are navigation tabs for 'courses', 'colleges', 'careers', 'about me', and 'my planner'. Below the navigation, there is a search bar for colleges and a section titled 'colleges I'm applying to'. A blue oval highlights a notification: 'Common App Account Matching - Complete' with the subtext 'Your Common App account was successfully matched' and a 'FERPA Status: Waived' indicator. Below this, there is a table of application statuses. A red box highlights the table, which has columns for 'College', 'Type', 'How are you applying?', 'Submissions', 'Expected Difficulty', 'Deadline', 'Transcript', 'Office Status', 'My App.', 'Results', 'Edit', 'Manage Communication', and 'Graph WWW'. The table lists four colleges: 'East State Univ', 'Univ of Connecticut', 'Indiana U Bloomington', and 'Purdue Univ'. A purple arrow points from the 'Letters of recommendation' section below to the table. Another blue oval highlights the 'Letters of recommendation' section, which includes a dropdown menu for '(no college selected)' and an 'Update' button. At the bottom, there are footnotes: '* Difficulty of admission specifically for you as estimated by your counselor' and '† College information is provided by the colleges themselves. Costs, dates, policies, and programs are subject to change, so please confirm important facts with college admission personnel'.

College	Type	How are you applying?	Submissions	Expected Difficulty*	Deadline	Transcript	Office Status	My App.	Results	Edit	Manage Communication	Graph WWW
East State Univ	ED	Direct to institution		EA	-	requested	Pending	STATUS updated	Unknown			
Univ of Connecticut	EA	Common App Only		EA	Dec 01, 2010	sent	Initial materials submitted	app submitted	Unknown			
Indiana U Bloomington	EA	Common App		EA	Nov 01, 2010	sent	Initial materials submitted	app submitted	Unknown			
Purdue Univ	EA	Common App		EA	-	sent	Initial materials submitted	app submitted	Unknown			

- * Note whether or not a college requires a letter of recommendation— not all do.
- * Students requiring a letter of recommendation from a counselor should complete a Letter of Recommendation packet by **October 1st**. This includes a Naviance worksheet and your resume.
- * For Teacher Letters of Recommendation:
 - * Politely ask *in person* if the teacher is willing to write you a favorable letter of recommendation
 - * Ask them *at least one month* in advance of the deadline
 - * Once you have done that, request the letter of recommendation in Naviance
 - * Write a thank you note to each teacher who has written you a letter of recommendation

* Requesting Letters of Recommendation

* Action Items: Where to Go From Here

Research college options and determine *fit*

Plan campus visits

Register for your SAT & ACT this year

Have the money talk as a family

* Action Items: Where to Go From Here

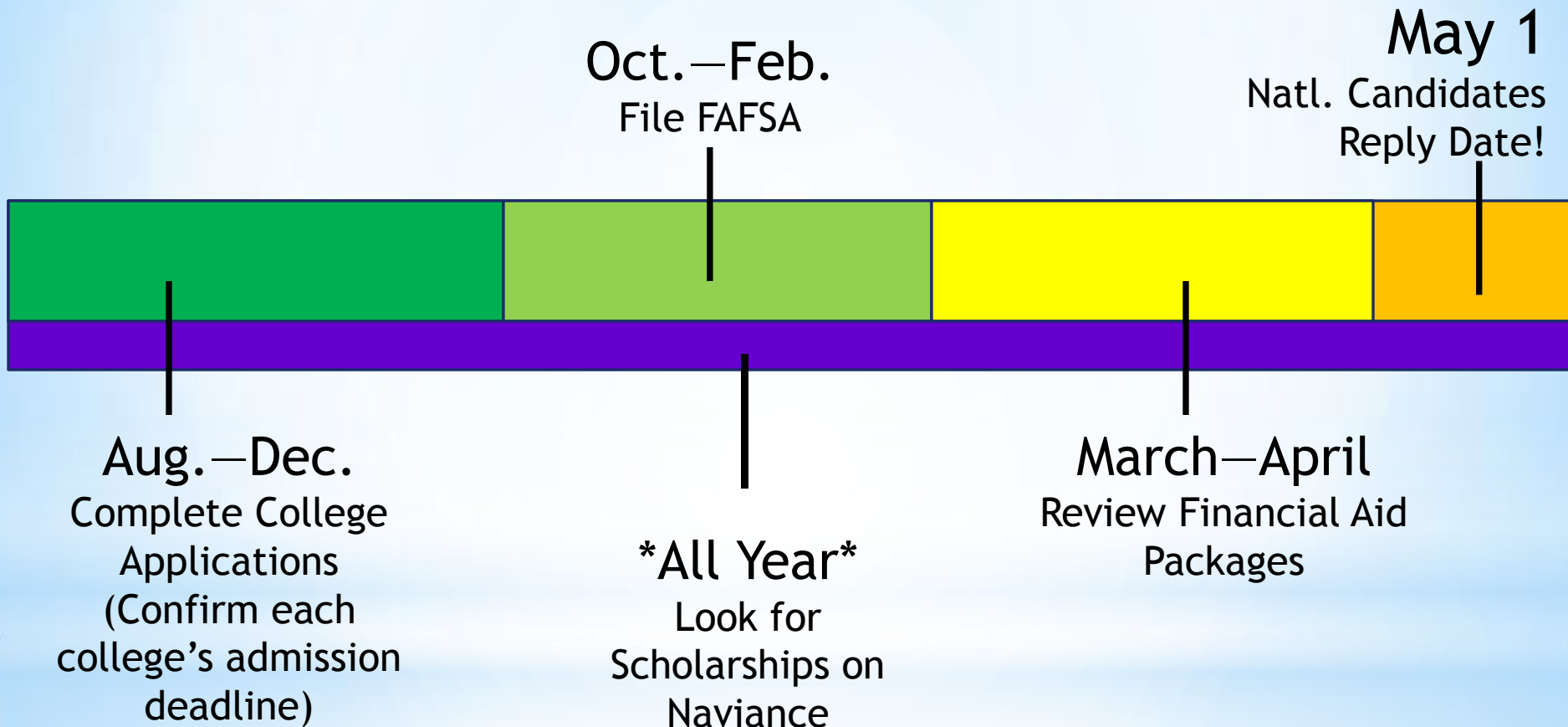
Attempt a college essay draft

Create or update a resume of activities, honors and awards

Finish strong in your Junior Year

Schedule an academically rigorous senior year

*Time Line of the Senior Year



* Relax... We'll Help You Through This



Large Group Meeting with Senior Class at the Start of the School Year

Classroom Sessions to Discuss Process in More Detail

Optional Advising Session with Carroll Easterday

Individual Meetings with Counselor