

# Class of 2017: Senior Booklet



## Haverhill High School Guidance Department



**It's senior year! Time has moved swiftly, and here you are preparing for life beyond Haverhill High School! Will you be off to college, beginning your first full-time job, entering the military or starting at a technical program for training?**

**The options are endless and the purpose and benefit of this booklet is to help you as you begin to make those important decisions. We would like to help make this process as smooth and as user-friendly as possible for you and your parents/guardians.**

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# Counselor Assignments

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# Roadmap to College

## Summer

- Start creating a list of “colleges I’m thinking about” on Naviance.
- Look at the admissions requirements of colleges you are interested in applying to (i.e. do they require SAT/ACT/Subject Test, certain courses, etc.)
- Visit college campuses
- Sign up for the Fall SAT or ACT
- Choose 2-3 teachers to write you recommendation letters; be prepared to ask them when you return to school
- You can start to fill out your Common App profile with your basic information

## September

- Check in with teachers who said that they would or ask teachers if they will write a letter of recommendation for you. Do not wait until the last minute!
- Parents should attend the Senior Parent Night for more information about the college process.
- Firm up your college selections and familiarize yourself with admission deadlines.
- Meet with your guidance counselor and plan to visit college campuses of interest to you.
- Sign up for college representative visits via Naviance to speak with college admission counselors who will be visiting HHS.
- Create a Common Application account for appropriate schools and complete the FERPA form on Naviance. Check online for other college applications.

## October -November

- Decide which schools you will apply to and make a list of deadlines for each college and scholarship.
- Take the SAT (usually in October or November) or the ACT (usually in October).
- If you are applying for Early Action, finish taking standardized tests. The October tests are typically the last that you can take to be eligible for Early Action.
- Ask teachers and counselors to complete your evaluation forms and School Report. Make sure you approach them early and make clear the deadlines for each school.
- Brainstorm for and write your essays, and enlist editors to help you perfect them. (Be sure to start this as early as possible!)
- Arrange college interviews where required and practice for them.
- If you are applying Early Action, submit your application. Deadlines are typically around November 1<sup>st</sup>, but check with individual schools as some may be earlier. Remember all forms must be submitted to Guidance 2 weeks prior to the deadline.

## December-February

- Send off your applications –Deadlines are typically around January 1, but check with each school.
- Complete the necessary financial aid forms, including the FAFSA (after October 1<sup>st</sup>). Check the Financial Aid deadline at each college you apply to and be sure to submit the form accordingly to ensure eligibility for financial aid from the college.
- Continue to apply to outside scholarships. Don’t forget to check with local civic groups and with your parents’ employers.
- Ask your counselor to complete any necessary Mid-Year School Reports. They are typically due in February.

# Graduation Requirements

Currently, twenty (20) credits are required for graduation. The state has issued Mass Core graduation requirements, which is a rigorous program of study that aligns high school course work with college and workforce expectations. HHS strives for all students currently enrolled to meet Mass Core requirements. All graduates must also pass the English, Mathematics, and Science MCAS tests as required by state regulations.

Subject	HHS Credits	Mass. Core Credits
English	4	4
Math	3	4.0 (including Algebra II) *Also required for state university admittance and must have a math senior year!
Science	3	3
Social Studies (includes US History)	3	3
Wellness	1	1
School-to-Career	1	1
Computer Technology	0.5	0.5
Fine Art OR World Language	1	--
Fine Arts	--	1
World Languages	--	2.0 (must be same language)
Electives	3.5	2.5

**It is highly recommended that all students take a minimum of 6 credits per semester.**

**CHOOSING ELECTIVES:** Choose electives that fulfill college admission and graduation requirements, that you are interested in, and that will help you explore possible career paths.

**TO BE A SENIOR:** Students must pass English III have a minimum of 13.5 credits.

<b><u>Suggested Credits for Admission to Post-Secondary School</u></b>					
	English	Social Studies	Math	Science	World Lang.
Highly Selective Colleges	4	3-4	4-5	3-4	3-4
Four-year Colleges	4	3	3-4	3-4	2-4
Two-Year Colleges	4	3	2-3	2-3	1-2

# State University Admission Requirements

The required minimum GPA is 3.0 for four-year public campuses as is four years of math (including senior year) and three years of lab science. If an applicant's GPA falls below the required 3.0 minimum, a sliding scale will apply. This scale is used only when an applicant's GPA falls below the required minimum for admission to the state universities or UMass system and is based upon the combined critical reading and math sections of the SAT.

No applicant with a high school GPA below 2.00 may be admitted to a Massachusetts State College or University Campus.

## Sliding Scale for Freshman Applicants to UMass

<b>GPA</b>	<b>Combined SAT CR &amp; M must equal or exceed... (ACT equivalent in italics)</b>
2.51 - 2.99	950 (20)
2.41 - 2.50	990 (21)
2.31 - 2.40	1030 (22)
2.21 - 2.30	1070 (23)
2.11 - 2.20	1110 (24)
2.00 - 2.10	1150 (25)

## Sliding Scale for Freshman Applicants to State Universities

<b>GPA</b>	<b>Combined SAT CR &amp; M must equal or exceed... (ACT equivalent in italics)</b>
2.51 - 2.99	920 (19)
2.41 - 2.50	960 (20)
2.31 - 2.40	1000 (21)
2.21 - 2.30	1040 (22)
2.11 - 2.20	1080 (23)
2.00 - 2.10	1120 (24)

# Standardized Testing

It is important for all seniors to take either the SAT or ACT in the fall at least one time (twice is recommended if they did not take it in the spring of their junior year). Although there are many factors college admission counselors look at, many consider ACT/SAT results as a way to view students on a “level playing field” when they are applying from different schools from all over the country. The SAT and ACT are equally accepted for college admission purposes at the majority of schools and many students will attempt both tests to see which one they do better on before they choose which test to submit to their colleges.

## SAT or ACT? Do you know which test is right for you?

	SAT	ACT
<b>Why Take It</b>	Colleges use SAT scores for admissions and merit-based scholarships.	Colleges use ACT scores for admissions and merit-based scholarships.
<b>Test Structure</b>	<ul style="list-style-type: none"> <li>• Math</li> <li>• Reading</li> <li>• Writing and Language</li> <li>• Essay (Optional)</li> </ul>	<ul style="list-style-type: none"> <li>• Math</li> <li>• Reading</li> <li>• English</li> <li>• Science</li> <li>• Essay (Optional)</li> </ul>
<b>Length</b>	<ul style="list-style-type: none"> <li>• 3 hours (without essay)</li> <li>• 3 hours, 50 minutes (with essay)</li> </ul>	<ul style="list-style-type: none"> <li>• 2 hours, 55 minutes (without essay)</li> <li>• 3 hours, 40 minutes (with essay)</li> </ul>
<b>Reading</b>	5 reading passages	4 reading passages
<b>Science</b>	None	1 science section testing your critical thinking skills (not your specific science knowledge)
<b>Math</b>	Covers: <ul style="list-style-type: none"> <li>• Arithmetic</li> <li>• Algebra I &amp; II</li> <li>• Geometry, Trigonometry and Data Analysis</li> </ul>	Covers: <ul style="list-style-type: none"> <li>• Arithmetic</li> <li>• Algebra I &amp; II</li> <li>• Geometry and Trigonometry</li> </ul>
<b>Tools</b>	Some math questions don't allow you to use a calculator.	You can use a calculator on all math questions.
<b>Essays</b>	Optional. The essay will test your comprehension of a source text.	Optional. The essay will test how well you evaluate and analyze complex issues.
<b>How It's Scored</b>	Scored on a scale of 400–1600	Scored on a scale of 1–36

**Cost** \$45 (no essay) or \$57 with Essay \*

\$42.50 or \$58.50 with Essay\*

\*Check with your counselor to see if you are eligible for a fee waiver

SAT vs. ACT (n.d.). Retrieved June 07, 2016, from <http://www.princetonreview.com/college/sat-act>

# More About the Tests

## **SAT Subject Tests**

SAT Subject Tests include 20 different tests focusing on 5 specific subject areas: English, history, mathematics, science, and foreign languages. Each subject test lasts one hour and consists entirely of multiple-choice questions. Subject Tests are scored on a scale of 200-800. Students may take up to three subject tests on a given test administration. Subject Tests and the SAT test CANNOT be taken on the same day. Not every college requires Subject Tests and/or considers these scores when reviewing a student for Admission. Be sure to check the requirements of the colleges you are considering. The cost for Subject Tests is \$26.00 for the basic registration fee plus \$20 per test.

### **SAT Fall Test Dates:**

- **November 5<sup>th</sup>** (Late deadline October 7th)
- **December 3<sup>rd</sup>** (Registration deadline is November 3<sup>rd</sup>)

**To register for the SAT and/or SAT Subject Tests visit [www.collegeboard.org](http://www.collegeboard.org).**

### **ACT Test Dates**

- **October 22<sup>nd</sup>** (registration deadline is September 16<sup>th</sup>)
- **December 10<sup>th</sup>** (registration deadline is November 4<sup>th</sup>)

**To register for the ACT visit [www.actstudent.org](http://www.actstudent.org).**

# NCAA Eligibility

Any student who plans to enroll in a Division I or II college and participate in athletics must register with the NCAA Eligibility Center. Go to [www.eligibilitycenter.org](http://www.eligibilitycenter.org) to begin the process. Remember to check eligibility requirements in The Guide for the College-Bound Student-Athlete. You will need a valid email address to create your account. You will be required to pay a fee as part of registration (check with your counselor to see if you are eligible for a fee waiver). In addition you must submit official SAT/ACT scores using the eligibility center's code of "9999". Finally, you should request an official transcript be sent from the Guidance Office.

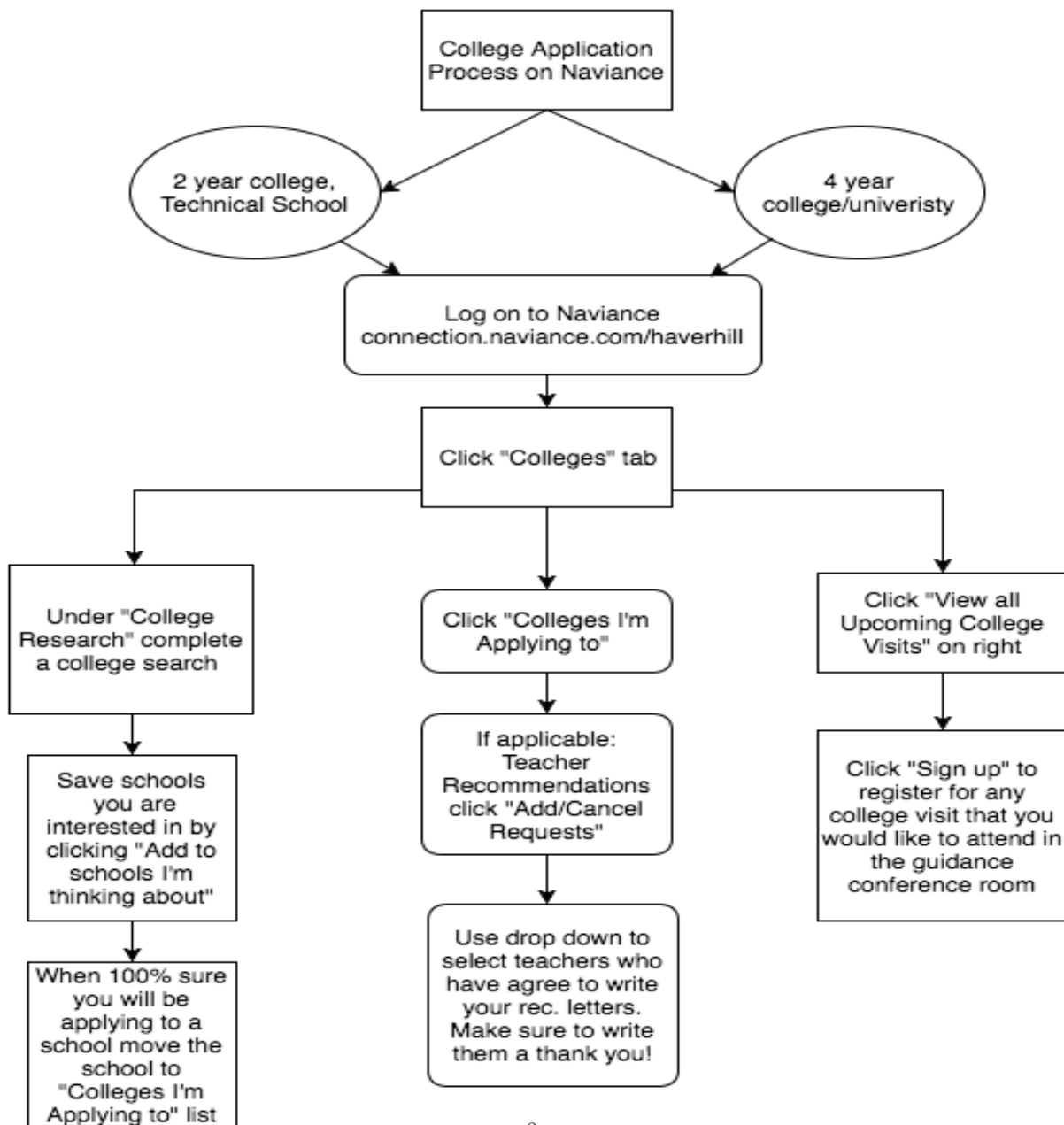
The suggested time to initially complete this on-line registration form is during the student's junior year of high school. It is the responsibility of the student to know which high school courses have been approved by the NCAA Clearinghouse. Approved Haverhill courses are listed on the Clearinghouse website. You will find these courses by clicking on the List of NCAA Courses under the Resources tab. Use the code 220985. If a student does not enroll in the appropriate core courses, he/she may become ineligible to participate in athletics at the college/university level. For more information see your Guidance Counselor.



# Naviance

Family Connection from Naviance is a web-based service designed especially for students and parents. It is a comprehensive website that assists in navigating the college and career process. Family Connection will allow you to:

- **Get involved in the planning and advising process-** Build a resume, complete online surveys, and manage timelines & deadlines for making decisions about colleges and careers.
- **Research colleges-** Compare GPA, standardized test scores, and other statistics to actual historical data from our school for students who have applied and been admitted in the past several years.
- **Find scholarship opportunities-** Research scholarship applications to help fund your post-secondary education.
- **Get organized-** Create goals, track deadlines, and develop your “To Do” list using the My Planner feature.



# Naviance and Common App.

It is very important to make sure your Common Application account and your Naviance account are linked so your guidance counselor can send off your supporting documents. Before being able to do this, you must sign the FERPA waiver on Common App. Follow the below steps to complete the FERPA and linking processes:

## 1. Link your Naviance account to your Common App account.

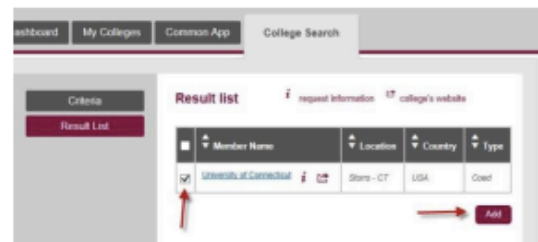
If you are applying to a college that uses the Common Application (in your Naviance college list, the icon under submissions will have the letters CA in the monitor screen), you must link your Naviance account to your CommonApp account, and you must sign the FERPA waiver.



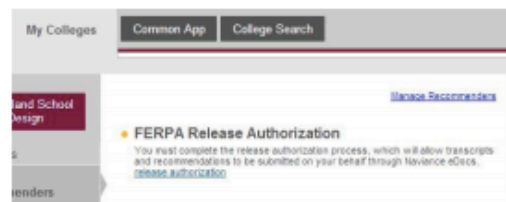
A screenshot of the Naviance interface showing a list of colleges. The header indicates 'Colleges I'm applying to'. Below the header is a table with columns: College, Type, Applying via Common App?, Submissions, Deadline, and Time. Three colleges are listed: UC Los Angeles, CA Poly State Univ San Luis Obispo, and UCSD. Each row has a 'CA' icon in the 'Applying via Common App?' column, which is highlighted with a red arrow.

College	Type	Applying via Common App?	Submissions	Deadline	Time
UC Los Angeles	RD	CA		11/30/13	11:59
CA Poly State Univ San Luis Obispo	RD	CA		11/30/13	11:59
UCSD	RD	CA		1/15/14	11:59

- Create your Common App account at [www.commonapp.org](http://www.commonapp.org)
- In the CommonApp system, add at least one college that you will apply to by searching for it under the **College Search** tab, and adding it to your college list

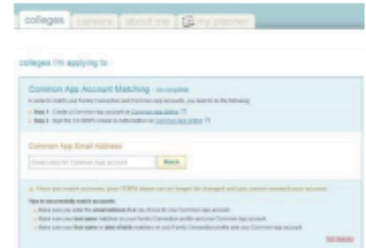


- Click on the **My Colleges** tab
- Click on any one of the colleges you have added
- Click on **Assign Recommenders** (please note, you will NOT actually be assigning recommenders here, this function is done exclusively through Naviance)
- Follow the steps to sign the FERPA waiver by clicking on the **release authorization link**. With this waiver you will authorize colleges to contact the school with questions, and you will either WAIVE or retain (DO NOT WAIVE) your rights to review the



recommendations that are written for you and sent to the colleges. The Common Application system, and many published college admission books, such as College Admission (Mamlet & Vandavelde), and Admission Matters (Springer, Reider, and Franck), strongly encourage students to *waive their rights*. Please be thoughtful in your decision about whether to waive your rights as you will not be able to change your mind later in the process.

- g. Back in Naviance, under the colleges I'm applying to link, you should see a box saying that the Common App Account Matching is Incomplete, and it will ask you to enter your CommonApp email address. Enter that information here.



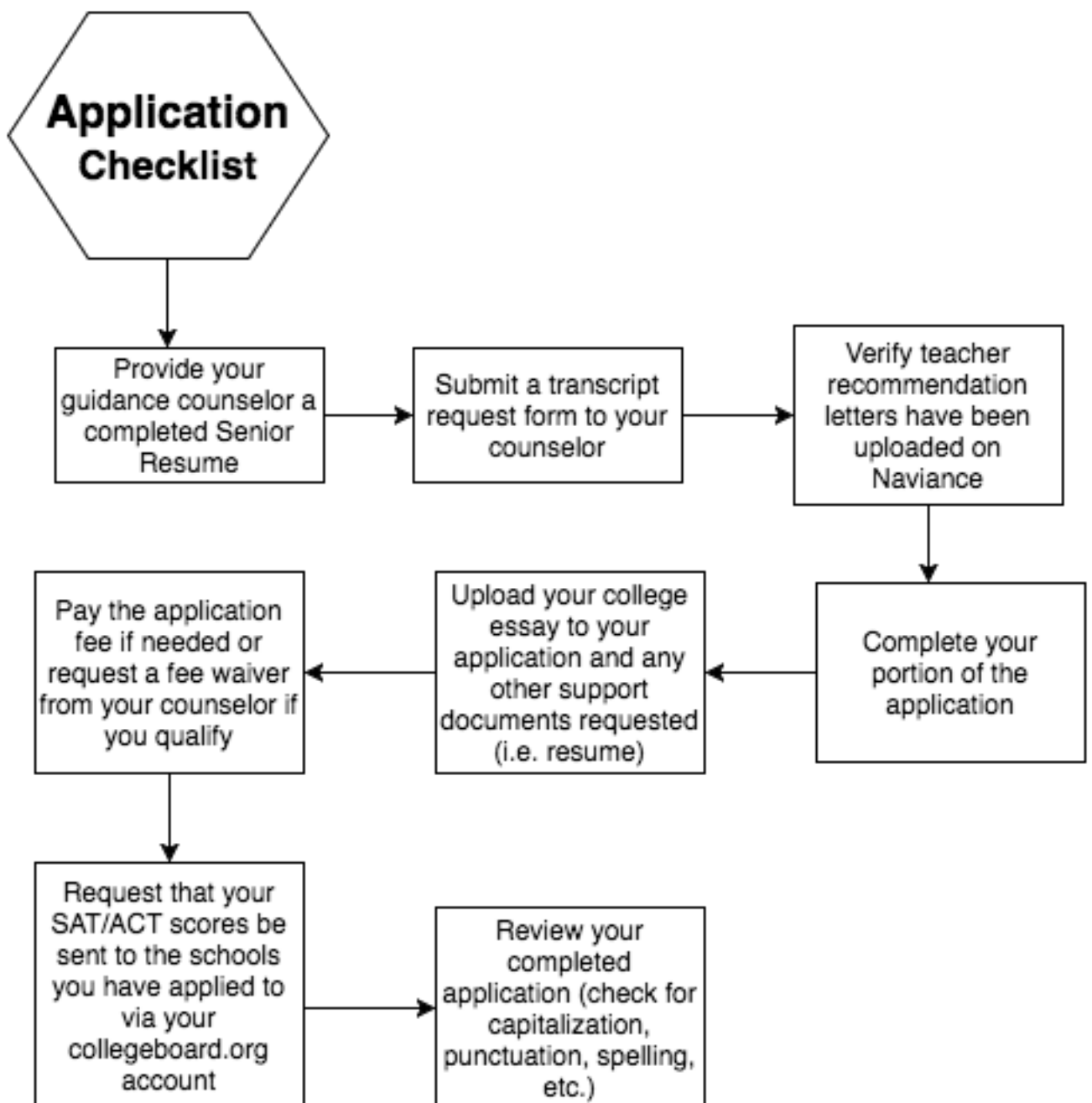
- h. Your Naviance and CommonApp accounts should now be matched as indicated in the box at the bottom of this screen, and it will also indicate whether FERPA was waived or not.



# HHS Guidance Department College Application Process

## To get an application:

1. Check to see if the college/university accepts the Common Application ([commonapp.org](http://commonapp.org))
2. Go to the college's website and complete their online application.
3. Call the college and request a paper application to be mailed to you if you do not have computer access.



- **All applications should be sent via one of the following methods:**
  1. The HHS Guidance Office
  2. The specific school's online system
  3. Commonapp.org
- **All applications must have a Transcript Request form submitted to your guidance counselor!**
  - If you apply online, you still must submit one of these forms because your guidance counselor needs to send off all of your supporting documents!
  - Your high school transcript (Mid-Year report/final transcript), high school profile, and teacher/counselor recommendations will be inserted or uploaded and the complete application packet will be mailed or submitted online.
  - **NOTE**: Official high school transcripts **CANNOT** be given directly to any students.
- **Most colleges will send you a letter or email confirming receipt of your application. If they have indicated any items missing, check with your counselor. NOTE: it can take several weeks for items to be processed, so be patient! If you are ever unsure of your status or what may be missing, call the Admissions Office of the school and check in with them.**
- **If you receive an acceptance letter from the college, bring a copy to the Guidance Office. We need and want to know what their decision is!**
- **Be aware of deadlines in the application process. Take the deadline seriously, as an Admissions Office may not read your application if not submitted on time. Admission policies and deadlines can vary between colleges, so check with each college you apply to. It is the students responsibility to meet all deadlines, and remember Guidance needs 2 weeks to process.**

## After successfully submitting applications...

1. Complete the FAFSA (you can begin doing this October 1<sup>st</sup>)
2. Continue applying for scholarships
  - You can use Naviance under the “Colleges” tab, go down to “Scholarships” and click “Scholarship List”
  - Use other websites, such as fastweb.com, schoolsoup.com, etc.
  - Research businesses, local churches, and organizations, as well as large retail stores (Best Buy, Dunkin Donuts, etc.)
3. Stay on top of your grades – college acceptances are always conditional until they receive your final transcript!

# College Application Process Vocabulary

**Common Application:** An online college application that may be used to apply to more than one college

**Conditional/Provisional Admission:** the college wants to accept the student, but the student must first meet a condition or provision. For example, the student must successfully complete a summer course or successfully complete a first semester/year of college with a G.P.A. of “C” or better.

**Deferred:** your application will be reconsidered and a decision will be rendered at a later date.

**Early Action:** similar to Early Decision, except there is no contract of attendance. The student can apply to other colleges. Students who apply should easily meet the admission requirements.

**Early Decision:** offered by many highly competitive colleges. Deadlines vary, but can be as early as November 15<sup>th</sup>. Students are notified of acceptance usually before January 1<sup>st</sup>. Students are asked to sign a contract of attendance, and are obligated to attend the college if accepted.

**Expected Family Contribution (EFC):** a measure of your family’s financial strength and is calculated according to a formula established by law. Your family’s taxed and untaxed income, assets, and benefits (such as unemployment or Social Security) are all considered in the formula. Also considered are your family size and the number of family members who will attend college during the year. The information you report on your FAFSA is used to calculate your EFC. Schools use the EFC to determine your federal student aid eligibility and financial aid award. **Note:** Your EFC is **not** the amount of money your family will have to pay for college **nor** is it the amount of federal student aid you will receive. It is a number used by your school to calculate the amount of federal student aid you are eligible to receive.

**Regular Decision:** this is the deadline for a college to receive the completed application. Deadlines range from February 1 to March 15. Students are notified in mid-March-April.

**Rolling Admissions:** there is no specific deadline. Applications are reviewed as they are received, and students are notified usually within 4-6 weeks. Students should try to apply prior to March 15<sup>th</sup>, as space is limited. If the program you are applying to is full, you’ll be denied even if you are qualified.

**Wait List:** Application is neither accepted nor rejected but rather held in limbo in case an opening develops later.

# Helpful Websites

## COMPREHENSIVE COLLEGE PROCESS INFORMATION

<a href="http://www.collegeboard.org">www.collegeboard.org</a>	SAT prep, online registration, financial aid, college planning, CSS/Profile registration.
<a href="http://www.collegenet.com">www.collegenet.com</a>	College search, resources, recruiting, scholarship search, financial aid, educational sites search engine.
<a href="http://www.petersons.com">www.petersons.com</a>	College search, career guidance/assessment, financial aid, test prep, summer opportunities, study abroad.
<a href="http://connection.naviance.com/haverhill">connection.naviance.com/haverhill</a>	This is the site we use to track your college application information. See your counselor to get your access code.
<a href="http://www.actstudent.org">www.actstudent.org</a>	ACT prep, online registration

## INFORMATION

<a href="http://www.stats.bls.gov/ocohome.htm">www.stats.bls.gov/ocohome.htm</a>	The Occupation Outlook Handbook: provides job description, working conditions, training/education needed, earnings, and expected job prospects.
<a href="http://www.careernet.org">www.careernet.org</a>	Career exploration, education and training, and employment resource.
<a href="http://www.acinet.org">www.acinet.org</a>	America's job bank: allows you to search a nationwide listing.
<a href="http://www.usafa.af.mil">www.usafa.af.mil</a>	US Air Force
<a href="http://www.goarmy.com">www.goarmy.com</a>	US Army
<a href="http://www.usmc.mil">www.usmc.mil</a>	US Marine Corps
<a href="http://www.navy.mil">www.navy.mil</a>	US Navy
<a href="http://www.1800goguard.com">www.1800goguard.com</a>	US National Guard

## FINANCIAL AID

<a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a>	The Free Application for Federal Student Aid (FAFSA).
<a href="http://www.mefa.org">www.mefa.org</a>	Massachusetts Education Financial Authority. College planning/funding.
<a href="http://www.finaid.org">www.finaid.org</a>	Large variety of financial aid information.
<a href="http://www.fastweb.com">www.fastweb.com</a>	College scholarships and financial aid information.



## Helpful Application Information

Keep this information handy when filling out college applications  
....you are going to need it!

### General HHS Information:

- ◆ Address: 137 Monument Street  
Haverhill, MA 01832
- ◆ Phone: (978) 374-5700
- ◆ Fax: (978) 374-7419
- ◆ Principal: Mrs. Elizabeth Kitsos
- ◆ Associate Principal: Mr. Kevin McLaughlin
- ◆ Assistant Principals: Mr. Daniel Faircloth  
Mr. Matthew Steinberg  
Mr. Michael Rossetti

### Guidance Related Information:

- ◆ CEEB/School Code 220985
- ◆ # of students in senior class: 475
- ◆ Total Enrollment at HHS: 1875
- ◆ Date of Graduation: June 2, 2017
- ◆ GPA Scale: 4.0/unweighted
- ◆ Class Rank: Exact/Weighted

### Guidance Counselor Information:

- ◆ Mr. Andrew Alsup Ext. 1108 [aalsup@haverhill-ps.org](mailto:aalsup@haverhill-ps.org)
- ◆ Mrs. Sue Beaudoin Ext. 1106 [sbeaudoin@haverhill-ps.org](mailto:sbeaudoin@haverhill-ps.org)
- ◆ Ms. Samantha Massahos Ext. 1137 [samantha.massahos@haverhill-ps.org](mailto:samantha.massahos@haverhill-ps.org)
- ◆ Mr. Stephen Gwinn Ext. 1107 [stephen.gwinn@haverhill-ps.org](mailto:stephen.gwinn@haverhill-ps.org)
- ◆ Ms. Jennifer Foster Ext. 1135 [jennifer.foster@haverhill-ps.org](mailto:jennifer.foster@haverhill-ps.org)
- ◆ Mrs. Erica Sullivan Ext. 1127 [esullivan@haverhill-ps.org](mailto:esullivan@haverhill-ps.org)
- ◆ Mr. Bruce Powers Ext. 1132 [bpowers@haverhill-ps.org](mailto:bpowers@haverhill-ps.org)



**HAVERHILL HIGH SCHOOL ~ GUIDANCE DEPARTMENT**

**COLLEGE APPLICATION TRANSCRIPT REQUEST FORM**

FILL THIS OUT **COMPLETELY** AND SUBMIT WITH EACH COLLEGE APPLICATION

**ALLOW 2 WEEKS FOR GUIDANCE TO PROCESS AND MAIL**

STUDENT NAME \_\_\_\_\_

COUNSELOR NAME: Alsup Beaudoin Massahos Gwinn Foster Sullivan Powers

COLLEGE NAME \_\_\_\_\_

MAJOR APPLIED FOR \_\_\_\_\_

APPLICATION DEADLINE \_\_\_\_\_

APPLICATION ATTACHED (Check one):

\_\_\_\_\_ Regular application

\_\_\_\_\_ Internet application (attach copy)

\_\_\_\_\_ Common application (check one below also)

\_\_\_\_\_ Copy attached      \_\_\_\_\_ Copy on file

RECOMMENDATION LETTERS (from teachers, counselor, etc)

Name \_\_\_\_\_ Attached \_\_\_ or On file \_\_\_ (check one) Name

Attached \_\_\_\_\_ or On file \_\_\_\_\_ (check one) Name

Attached \_\_\_\_\_ or On file \_\_\_\_\_ (check one)

**Date RECEIVED in Guidance** \_\_\_\_\_

(please check when entered in Naviance ( ))

**Date MAILED from Guidance** \_\_\_\_\_

**\*OFFICIAL FORMS IN GUIDANCE**

