

*Rondout Valley High School Counseling Department*

# SENIOR HANDBOOK

A Guide to College and Career



## COLLEGE APPLICATIONS

Students can begin college applications in July prior to their senior year. Applications should be completed in October; the earlier, the better. Go to [www.commonapp.org](http://www.commonapp.org). Many colleges will accept this. If you are applying to a college that does not accept the Common Application, contact the college or check to see if we have an application here. Check deadlines!

**Early Action** -Students must apply in early October. This allows students to hear early from several schools about admission. Students are notified early of acceptance but need not commit to attend. Check deadlines!

**Early Decision**- Students must apply in early October. This allows students to hear from their first-choice school. If accepted, the student must withdraw all applications from other schools and is ethically bound to attend this school. Check deadlines!

COLLEGE APPLICATIONS ARE DUE IN THE COUNSELING OFFICE BY DECEMBER 15<sup>TH</sup>.

## NATIONAL COLLEGIATE ATHLETIC ASSOCIATION (NCAA)

Division I & II college athletes must register at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net) . NCAA is the governing body of college athletes. It sets academic standards for incoming freshman athletes. Standards include testing (SAT or ACT), specific course requirements, minimum GPA requirements and an application to the NCAA. No student athlete can be offered an athletic scholarship unless he or she meets these standards.

## FINANCIAL AID APPLICATIONS

Students should begin searching for scholarships in ninth grade. Register with [www.fastweb.com](http://www.fastweb.com), check the scholarship drawer in the Counseling Office, check the H.S. website, [www.rondoutvalley.k12.ny.us](http://www.rondoutvalley.k12.ny.us), check with parents' employers and visit [www.nysfaaa.org](http://www.nysfaaa.org). Financial aid assistance is free at every financial aid office.

Complete the CSS **Profile** in the fall if needed. **FAFSA**, Free Application for Federal Student Aid, should be completed in early January at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Just like the college applications, the earlier the better is true for all financial aid applications. Contact each Financial Aid Office early and often. They are there to help.

# Career Exploration

CHOICES allows students to search for an occupation that matches their interests. CHOICES Planner offers assessments that connect course plans, post-secondary options and career goals. [www.portfolio.bridges.com](http://www.portfolio.bridges.com) Site ID:1033089 Password: B9p9g6E7

INTEREST INVENTORIES - Interest inventories are standardized surveys that identify a student's interests, reported abilities and values. Students often use these as a beginning point for looking at occupations or college majors. The ACT & ASVAB include interest inventories. Interest inventories are also available on CHOICES and NY Career Zone, [www.nycareerzone.org](http://www.nycareerzone.org).

## Career Search:

[www.nycareerzone.org](http://www.nycareerzone.org) Interest inventory, career & college search

[www.hesc.org](http://www.hesc.org) Financial aid for college & other college resources

[www.collegeboard.com](http://www.collegeboard.com) Student profile, career & college search

[www.actstudent.org](http://www.actstudent.org) Career tab for exploration. College search

[www.fastweb.com](http://www.fastweb.com) Money for school and career

[www.doleta.gov/jobseekers/](http://www.doleta.gov/jobseekers/) Help for all stages of search

[www.acinet.org](http://www.acinet.org) Explore careers

[www.rileyguide.com](http://www.rileyguide.com) Search for Job and career information

## Financial Aid Search:

[www.fafsa.ed.gov](http://www.fafsa.ed.gov) use the ed.gov site as others charge a fee.

[www.PIN.ed.gov](http://www.PIN.ed.gov) Your PIN is your key to online financial aid.

[www.nysfaaa.org](http://www.nysfaaa.org) Senior year planning calendar. Financial aid

## Athletes:

[www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net) All athletes should consider registering. Registration is required for Division I & II.



**REQUIRED CLASSES -**  
**CHECK YOUR CREDITS :**

9<sup>th</sup>  
**English 9**  
**Global 9**  
**Math:** Alg. (\*R) Alg. A.  
**Science:** Biology (\*R)  
**Art or Music**  
**Foreign Language** or elective  
**P.E.**

10<sup>th</sup>  
**English 10**  
**Global 10 (\*R)** (AP)  
**Math:** Geometry (\*\*R), Alg. B, (\*R)  
**Science:** Earth Sci., Chem. or Physics(\*\*R)  
**Health**  
**P.E.**  
**Foreign Language (R)** or elective

11<sup>th</sup>  
**English 11 (\*R)**  
**U.S. History 11, (\*R)** (AP)  
**Math –** Alg 2/Trig, (\*\*R) Pre-Calc., College Alg.  
**Science-**Chem., Physics, Astronomy, etc.  
**P.E.**  
**Foreign Language or elective**  
Electives:

12<sup>th</sup>  
**English 12 (AP)**  
**Social Studies 12 (AP)**  
**P.E.**  
**Elective Math -** College Algebra  
Pre-Calc., AP Calc. - Bridge  
**Elective Science,** AP Chem., AP Bio.  
Env. Sci.- Bridge, AP physics  
**Foreign Lang.** AP or elective

\*R Passing a State Regents exam is required for this course. \*\*R Regents with distinction.

**Required: One Foreign language, one art or music, and health ; 22 credits.**

**Regents with Distinction:** Seven Regents exams are required: Global, US History, English, two math and two science, plus either Spanish III or French III **OR** a five-credit sequence in art, business, music, tech or fine arts, in lieu of this eighth language Regents exam.

**Regents with Honors:** 90 or above average on the Regents exams.

# COUNSELING EVENTS CALENDAR

This calendar, along with specific dates, will be mailed to your home each fall.

September	Preliminary Scholastic Aptitude Test ( <b>PSAT</b> ) registration in the counseling office. Register by September 15 <sup>th</sup> - \$15.00. All juniors should take the PSAT. Ninth and tenth graders may take it for practice.
September-November	<b>COLLEGE ADMISSIONS COUNSELORS VISITS</b> -Sign up in counseling.
October	<b>College and Financial Aid Application Night</b> 5:00 PM in the Library <b>PSAT</b> - Usually given the third Saturday in October 7:45 AM in the HS Gym <b>PAVE</b> , Pathways to Alternatives to Violence for Everyone
November	<b>SAT</b> (SAT Reasoning & SAT Subject exams) 7:45 AM in the HS Gym HOBY/CLEW Sign up in the counseling office. Tenth graders only. <b>1<sup>st</sup> Quarter Grades mailed home to parents</b>
December	<b>PEER Mediation Training</b> 8 AM – 2 PM @ Bard College
January	<b>College Preview/Co-ed Alumni Day</b> 10-Noon in the HS Library -Previous years' graduates return to talk to Juniors and Seniors about the transition to college. Typical questions are "What are those dorms really like?" and "How do I choose a major?" Great discussion. Everyone is welcome. <b>Financial Aid Night / Scholarship Night</b> 5:00 PM in the HS Library WISE Parent Workshop 6:00 PM in the HS Library <b>Regents Week</b>
February	<b>2<sup>nd</sup> Quarter Grades mailed home to parents</b> <b>HS Scheduling</b> for the following school year. Please phone for an appointment. Rondout Valley Scholarship information is available in the counseling office. BOCES visit to classrooms: New Visions info to Juniors; Career Tech info to tenth. Register for spring college entrance exams; April ACT, May SAT <b>PAVE</b> <b>Scheduling and School Success Workshop</b> 5:00 PM in the HS Library. -Graduation requirements, types of diplomas, utilizing the <i>Student Planner</i> , college prep, study skills, a four-year-plan, choosing a college, etc.
March	Rondout Valley Scholarship applications are due. BOCES field trip for 10 <sup>th</sup> graders
April	Girl's State & Boy's State selection. Please see your counselor if interested. Early Admissions to SUNY Ulster - Parent Workshop 5:00 PM in the Library. <b>3<sup>rd</sup> Quarter Grades mailed home to parents</b> <b>PAVE</b>
May	<b>SAT</b> (SAT Reasoning & SAT Subject exams offered) 7:45 AM in the library.
June	<b>Early Admissions Application to SUNY Ulster are due June 1<sup>st</sup></b> Summer Academy - Summer School Registration begins. <b>Regents Review Sessions</b> with teachers. Check the school website for details about specific sessions for all Regents exams, <a href="http://www.rondout.k12.ny.us">www.rondout.k12.ny.us</a> , or phone teachers. <b>Regents Week</b> Please do not call or stop in for any grade results. Grade reports are still being finalized. <b>4<sup>th</sup> Quarter Grades/End of year report card mailed home to parents.</b>

## Activity Sheet /REQUEST FOR LETTER OF RECOMMENDATION

It is recommended that students request letters of recommendation by November 1<sup>st</sup>.

Student's Name \_\_\_\_\_ Today's Date \_\_\_\_\_ Date Letter is Needed \_\_\_\_\_

Requesting letter from: \_\_\_\_\_

**Check year(s), indicate positions held, and utilize "other".**

9	10	11	12		9	10	11	12	
				Peer Mediation					Baseball
				P.A.V.E.					Basketball
				Peer Tutor					Cheerleading & Cheer Club
				Key Club					Cross-Country Running
				Cooking Club					Cross- Country Skiing
				HOBY - CLEW					Football
				Student Congress					Golf
				Class Officer					Gymnastics
				Yearbook Staff					Field Hockey
				NYSSMA					
				School Newspaper					Soccer
				Stage Crew					Softball
				Math Team					Tennis
				MOAS/Model U.N.					Track & Field
				National Honor Society					Volleyball
				Synthesis					Wrestling
				Newcomers Uplifted					
				Anime					Student Assistant
				Chess Club					Boys State / Girls State
				Tech Club					Fire Department/Rescue
				Drama Club					Life Saving
				Dance Club					OTHERS:

**List 5 positive traits about yourself ,e.g. kind, bright, focused, charismatic, etc :**

**List outside activities, employment, volunteer work, community service, etc.:**

**Use a separate sheet to write about ALL that commends you for college and scholarships.**

**Career Goal: \_\_\_\_\_ College Major: \_\_\_\_\_**

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*Teachers, please mail to the colleges in the envelopes provided by the students and hand a copy into the counseling office for the student college scholarship & application file.*

## **-Request for Parent *Reflections* Page-**

**Dear Parents,**

**Upon the student's written request, we will write a letter of recommendation for his/her applications to colleges. Please take time to write down some of the things that you are most proud of when it comes to your child. We will then weave this into the letter of recommendation. Help us to make it the kind of letter that will allow the admissions counselors to know what is wonderful about your child. We are in essence asking you to put together a "brag sheet" on your child. Take time to record all of the things you are proudest of as we move forward with the college application process.**

**You may wish to consider listing:**

- **Descriptive terms for your child such as academic, independent, friendly, generous;**
- **Extra-curricular activities;**
- **Neighborhood activities;**
- **Activities within your place of worship;**
- **Jobs held and accomplishments there;**
- **Your child's greatest strengths;**
- **Your child's accomplishments in organizations such as Scouting, Youth Groups, Teen Centers;**
- **Academic programs and awards in and out of school;**
- **Athletic programs and awards in and out of school.**

**Thank you very kindly for your time and attention.**

**With appreciation,**

**The High School Counseling Department**

## THE COLLEGE APPLICATION PROCESS

### **JUNIOR YEAR:**

- A. Decide on colleges. Sign up for the Admissions Counselor visits to our school in the Counseling Office. Attend college fairs. Utilize *CHOICES*. Speak with your counselor, teachers, parents and friends. Visit our website. Use the internet: collegeboard.com & actstudent.org.
- B. Athletes, complete the NCAA forms. Register on line at [www.naaclearinghouse.net](http://www.naaclearinghouse.net). You must then come to the counseling office to complete a second form.

### **SENIOR YEAR:**

- C. Decide on applying *Early Action*, *Early Decision* or regular admissions. Apply on-line or contact schools for the applications. Go to [www.commonapp.org](http://www.commonapp.org) for more information on this application option. Apply early. Early applications have an edge. Hand the *Counselor* portion of the application into the Counseling Office right away.
- D. **Request letters of recommendation in early September.** Teachers and counselors need three to four weeks to write these. As you request letters, provide the writers with a copy of your *Activity Sheet*, available in the counseling office. Ask your parents to complete a parent's *Reflections Page*. This will help the writers to back up their many accolades of you with facts.
- E. **Write the college essay,** while teachers are writing your letters in September and October, with assistance from your teachers and others.
- F. **Complete the entire college application carefully.**
- G. **Complete the Transcript Request Form** once you are ready to click SEND or mail you application. Supply the campus address, phone and FAX numbers. Pick up your transcript packet three days after submitting the *Transcript Request Form* and then **mail the transcript packet** with your application (unless you applied on-line) to the college. Once you mail or click "SEND" to submit the application, provide letter writers with a stamped addressed envelope to the college. Submit your application before you give envelopes to the letter writers. You want to school to receive your application prior to teacher's letters.
- H. **Complete all college applications by December 15<sup>th</sup>.** Mail your completed applications. We do not mail them to the college. This is your responsibility.
- I. Email or phone each college Admissions Office two weeks after you mail your transcript. Ask if your application has arrived and if all is in order.
- J. Contact each Financial Aid Office. Phone or email to request financial aid information. File the CSS Profile. Go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov). to gather info and file in early January. The financial aid office at every college will help you to complete the FAFSA and CSS Profile. Attend the *Financial Aid Night* workshop at the High School in January. Continue to apply for scholarships. Visit [www.fastweb.com](http://www.fastweb.com) and [www.nysfaaa.org](http://www.nysfaaa.org). Remember, if you want scholarships, apply!
- K. Visit colleges you are accepted to and make the final decision by May 1<sup>st</sup>. Inform the High School Counseling Office so that we mail the final transcript to this college in July.



## S E N I O R      C H E C K L I S T

(845) 687-2400 Ext. 4214 [www.rondout.k12.ny.us](http://www.rondout.k12.ny.us)

CEEB: 332-680    SAT test site-33 102    ACT test site- 228 090

### J U L Y

- \_\_\_\_\_ July 1<sup>st</sup>- Begin your college applications. Go to [www.commonapp.org](http://www.commonapp.org) or the college website and begin.
- \_\_\_\_\_ Continue your scholarship search with [www.fastweb.com](http://www.fastweb.com)., etc. Remember, for scholarship dollars, you must apply!!

### F A L L

- \_\_\_\_\_ Complete the Senior Interview credit check. Check your transcript carefully. Check senior classes. Do they meet college requirements?
- \_\_\_\_\_ Athletes: Register at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net).
- \_\_\_\_\_ Attend the College and Career Night at 5 PM in the HS Library.
- \_\_\_\_\_ Attend college rep visits in the Counseling Office.
- \_\_\_\_\_ Attend College Fairs: Marist, Kingston, Pine Bush, etc.
- \_\_\_\_\_ If still needed, register for the Nov. SAT and/or Dec. ACT.
- \_\_\_\_\_ Continue to apply for scholarships. Continue with [www.fastweb.com](http://www.fastweb.com) and [www.nysfaaa.org](http://www.nysfaaa.org). File the CSS Profile. Visit [www.fafsa.ed.gov](http://www.fafsa.ed.gov)..
- \_\_\_\_\_ Complete the Activity Sheet and request letters of recommendation.
- \_\_\_\_\_ Write your required college essays.
- \_\_\_\_\_ Once you have requested letters, completed your essay and completed the college application, complete the Transcript Request form in the Counseling Office.
- \_\_\_\_\_ Complete Early Action and Early Decision applications by October 1<sup>st</sup>.
- \_\_\_\_\_ Mail college applications before Thanksgiving, if possible.
- \_\_\_\_\_ DECEMBER 15<sup>th</sup> College applications are due in the counseling office

### W I N T E R

- \_\_\_\_\_ JANUARY: Complete and mail your college applications. Visit colleges.
- \_\_\_\_\_ Complete the FAFSA, [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and CSS Profile. Free help is available in the financial aid office of every college. Continue to apply for scholarships.
- \_\_\_\_\_ Attend the January College Preview event in the library, 10-Noon.
- \_\_\_\_\_ Attend the January Financial Aid Night in the library at 5 PM.
- \_\_\_\_\_ FEBRUARY: Check to see that mid-year reports have been received.

### S P R I N G

- \_\_\_\_\_ MARCH: Apply for the Rondout Valley Scholarships.
  - \_\_\_\_\_ APRIL: Notify the college of your choice. Send your deposit. Notify your school counselor so that final transcripts can be sent to the correct school.
  - \_\_\_\_\_ JUNE: Attend Senior Breakfast and the Rondout Valley Awards ceremony.
- Wishing you every success!  
The Counseling Department