

Do Not Throw Out...

(Useful references for the next two years)



What's in your Sophomore Meeting Packet?

Introduction to Naviance
Junior Activity Calendar
Community Service FAQ Sheet
Community Service Forms
Community College Info
CSU Info and Admissions
UC Info and Admissions
Standardized Testing Info
Financial Aid Info
Sample Resume
Popular Website List
College Center-Reference Book List

Naviance: Family Connection

Piedmont High School is pleased to introduce Family Connection from Naviance, a web based service designed especially for students and parents. Family Connection is a comprehensive website that you and your child can use to help in making decisions about courses, colleges, and careers. Family Connection is linked with Counselor's Office, a service that we use in our office to track and analyze data about college and career plans, so it provides up-to-date information that's specific to Piedmont High School.

Family Connection will allow you and your child to:

- **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
- **Sign up for college visits** – Find out which colleges are sending representatives to our school and sign up to attend those sessions
- **Access Scholarship Information** – Obtain information about available scholarships including application information, deadlines and requirements

We recently launched the program for our current juniors. Your sophomore will be introduced to the program next year, so they can begin to utilize this tool.



PIEDMONT HIGH SCHOOL - COUNSELING OFFICE

JUNIOR ACTIVITY CALENDAR

SEPTEMBER

1. If your schedule of classes must be changed for any reason, be sure that changes are made no later than the 10th day of the 1st semester.
2. Attend College Representative Meetings to hear more about colleges you are considering. These are listed in the College Center Weekly Bulletin. Sign up in the College Center.
3. Acquaint yourself with the resources of the College/Career Center. The College Center Weekly Bulletin is posted on bulletin boards around the school and on the PHS web site.
4. Use Naviance and begin an activities record or resume in which you list school activities you have been involved in such as student government, clubs, athletics, awards, honors or other achievements. List hobbies and interests. Community activities are also important factors considered in many college admissions. This will help you with the more formal resume you will eventually need.

OCTOBER

1. Register in the College Center for PSAT (Preliminary Scholastic Aptitude Test) to be given in October. Read the Weekly Bulletin put out by the College & Career Center for the specific dates.
2. Continue to attend College Representative Meetings & career interest programs.
3. Organize your time to maintain the highest possible performance in your schoolwork. See your counselor if you need help in study techniques and time management.
4. Participate in extracurricular activities and check the community service binders and job board in the College Center.
5. Check on-line college fairs – including attending the fall Visual & Performing Arts Fair.

NOVEMBER

1. Gather information about colleges and/or careers from the catalogs and materials in the College/Career Center.
2. Decide how important the following factors are and select colleges that meet your requirements: Cost and financing programs, size, location, library facilities, faculty, athletics, entrance requirements, curriculum, extracurricular activities.
3. Write or go online with colleges of choice to request catalogs/information about scholarships.
4. Review first quarter grades. Make adjustments to improve weak areas. Grades in the junior year are very important to colleges.
5. If you are considering applying to a service academy, apply for a nomination from both California Senators and a U.S. Rep from your congressional district.

DECEMBER

1. Visit the College Center and ask which of our recent graduates are attending schools that interest you. Talk to them during vacation.
2. If you are interested in scholarships:
 - A. Read the Weekly Bulletin for scholarship information.
 - B. Visit the College Center and review the scholarship bulletin board each week.

JANUARY

1. If your schedule of classes needs to be changed, you need to make arrangements within the first 5 school days of second semester.
2. Start checking out summer programs – deadlines start early.

FEBRUARY

1. Plan on taking the SAT I in March or May or the ACT in April or June if you plan to attend a four year college. Register well in advance (remember, you can register on line). Preparation courses, tutors, books, etc. are available.
2. Continue to attend college representative, career and summer program meetings.
3. Select courses you will take in your senior year. Plan a challenging schedule. Colleges look at indications that each student has tried to take the strongest possible schedule of classes for their ability level. Pre register for selective classes with the appropriate teacher.
4. Visit college campuses during winter recess.

MARCH

1. Visit the College Center to find out about summer programs for juniors at various colleges, camps or abroad.
2. Plan on taking the SAT II Subject Tests in June if required by your college.
3. Go on line to do college & career searches – visit college & university web sites.
4. Those students applying to a service academy should request a pre-candidate questionnaire from the academy and register for the SAT or ACT in May or June.
5. If you are taking an AP exam in May, register in the College Center (get details from your AP teacher). Watch for information in the weekly bulletin.
6. Read PHS Summer School Brochure. Think about including a class to:
 - A) complete course requirements for graduation
 - B) improve your reading and/or writing skills
 - C) improve SAT scores
7. Check the College Center websites for presentations on less travelled colleges.

APRIL

1. Come in to the College/Career Center and look at the employment bulletin board for summer jobs.
2. Read the Peralta College Summer Brochure for additional courses.
3. Visit college campuses during Spring Break. Many UC campuses and private schools will have an "open house" in April. The College/Career Center will have specific dates.
4. Register for June SAT II Subject Tests if they are required by a college you are considering.
5. Attend the annual Piedmont Senior Panel on College Admissions in which seniors offer advice and information to juniors about the process they have just completed. Check the college & career bulletin for details of date & location.

MAY

1. A good time to take the SAT I is in May. Check registration deadlines to avoid late fees.
2. A.P. Exams (Register in March.)
3. Attend the College Fair at St. Mary's in Moraga (over 150 colleges are represented). Check the weekly bulletin for the date.
4. Attend Case Studies night, facilitated by a variety of college admissions officers.

JUNE

1. A good time to take the SAT II, Subject tests is in June if applying to U.C. or other competitive colleges.
2. Make plans to visit college campuses.
3. Attend returning graduate evening to hear a panel of former students discuss their freshman year at colleges all over the country.

SUMMER BEFORE SENIOR YEAR

1. Begin college information & SAT/ACT test folders or files or some kind of system that keeps you organized. By keeping everything in one central area, you will avoid a lot of stress because you won't lose or misplace anything.
2. Bring your resume up to date.
3. Think about ideas for applications and essays. The U.C.'s, for example, request that you respond to three questions in a personal statement to distinguish yourself from other applicants, while other schools may ask you to write about a current event, a person who has had an impact on your life, an important decision you had to make, etc – check online for application essays.
4. Request (call, write or go online) for Viewbooks, catalogs, and other information (i.e., housing, athletics, financial aid and admission applications).
5. Read, read, read. Just keep in mind that the materials colleges send are recruitment tools and may not be giving you the whole picture. Be a discerning reader.
6. If you did not have the opportunity to visit colleges during the school year, try to see some over the summer. There won't be as much activity, but you can tour the campus and get a sense of the school, check out the housing options and talk to people in the Admissions Office - perhaps even arrange for an information session.
7. When you return to school in the fall of your senior year, you should have a list of the schools to which you will be applying. Most colleges prefer or even require online applications.
8. Be sure that on your list you have schools that fall in the following 3 categories, and that you would like to go to all of them.
 1. **Likely** (90-100% chance of admission based on profile). This takes away the anxiety about getting into college.
 2. **Reasonable** (50-75% chance of admission based on profile). The school you attend will most likely be in this group.
 3. **Reach** (25-40% or less chance of admission based on profile). There may be one or two schools you feel you just have to try for, but are not counting on.

Please note:

You will want to narrow your list down before you apply. Otherwise, you will have too many schools to consider in the spring of your senior year when you may have only a brief period to decide. We suggest a maximum of **9** schools, counting the UCs as "1". The list should include three **likely**, three **reasonable** and three **reaches**.

PHS COMMUNITY SERVICE FREQUENTLY ASKED QUESTIONS

Why should I do community service?

Community service is not a requirement. However, many PHS students perform acts of service, and consider it an important part of their social, and academic development. Studies have shown that it builds empathy and teamwork, increases social awareness and academic motivation, decreases depression, fosters problem solving skills, provides exposure to potential career opportunities and the list goes on..

How does community service differ from what is required for the "Honor Society"?

A committee of students will be formed to determine the extent of community service requirements for the "Honor Society". For the time being, please submit community service hours forms to the college center. For questions about the "Honor Society", please contact Sandra Brod in the College Center.

What qualifies for PHS Community Service credit?

Generally, services that qualify would be performed at a **nonprofit organization**, and are **unpaid**. Services performed outside of an organization are not allowed (for example, if you do beach cleanup on your own you cannot receive credit, but that same activity done through a nonprofit organization would qualify for credit). The College Center has a binder of Pre-Approved Organizations, or you may submit a "Request for approval" form for your agency of interest (these forms can be found in the College Center). You may receive credit for working at your parent's place of employment, as long as it is a non-profit, you are not being paid and you are under the direct supervision of someone other than a parent. Working for a political campaign, your place of worship or a newspaper qualifies, as long as you are not being paid and are not receiving class credit.

Remember, you can't "double-dip." That means if your activity was done as part of another requirement (for example, for Scout advancement, National Charity League required hours, a class assignment, or to satisfy terms of probation) you can't receive PHS community service credit. Community service done beyond what is required for a merit badge or for N.C. L. requirements can be submitted to the

college center for credit. You may also receive credit for an unpaid internship at a non-profit organization. The honor system applies to hours submitted, and only actual hours spent in service should be recorded on the hours log.

My teacher asked me to take notes in class to help another student. Can I get community service credit for that?

Yes, you can get limited credit - no more than one hour of credit per week, maximum 17 hours per semester.

I love sports. What kinds of sports-related activities can I get credit for?

You are encouraged to serve as volunteer coaches and assistants for sports activities in disadvantaged communities or with organizations like the Special Olympics. Within Piedmont, you can receive credit for service to Piedmont Recreation Department sports and Piedmont Middle School sports teams. You may not receive credit for any participation related to a Piedmont High School sport.

What about writing articles for a newspaper?

Again, if it is not part of a class and you are not being paid, you would receive community service credit.

I want to work as a T.A. at PHS or PMS during my free period or after school. Can I get credit for that?

Yes, you can get credit for up to 1 hour per week, if it is not considered an elective class.

I fostered a dog/cat, or socialized a dog for a nonprofit organization. What kind of credit can I get?

You can get up to 10 hours a week for this type of service.

I was a CIT, or I worked at an overnight retreat and was working constantly. I barely slept. Can I claim all this time?

Sorry, but even if you worked almost all day and night and barely slept, you will be limited to a maximum of 10 hours a day. In addition, credit for working as a CIT is limited to 50 hours a week. Remember, if you are being paid for your work, you may not receive any community service credit.

How do I keep track of my hours?

Every time you perform community service, fill out a blue form, describe the

organization, what you did, list the dates and times of service, and have it signed by your supervisor. You must submit blue forms by May 1st each year, although you are encouraged to submit them as soon as you have completed your service. The honor system applies to hours submitted, and only actual hours spent in service should be indicated on the hours log.

How does PHS recognize high levels of community service?

Currently, students who have performed at least 100 hours of approved community service by May 1st of their Junior year receive a blue certificate, and all students who have performed at least 200 hours of approved community service by May 1st of their Senior year receive a gold certificate.

PHS community service award levels are as follows:

- | | |
|-----------------|--|
| Freshman Award | Perform at least 25 hours during Freshman year |
| Sophomore Award | Perform at least 50 hours cumulative from Freshman through Sophomore years. |
| Junior Award | Perform at least 100 hours cumulative from Freshman through Junior years. |
| Senior Award | Perform at least 200 hours cumulative from Freshman through Senior years. At least 10 of those hours need to be done during Senior year. |

In addition, Seniors who have performed exemplary service may receive awards in the following categories:

- PHS Humanitarian Award - Serving disadvantaged communities
- PHS Environmental Award
- PHS Arts Award
- PHS Community Service Award - Volunteering in the community

Seniors with a particularly outstanding record of service may also be eligible for several scholarships and awards to be determined by the PHS Counseling Department.

If you have any questions, please contact Sandra Brod in the College & Career Center (594-2651).

COMMUNITY SERVICE APPROVED ORGANIZATIONS

Please determine if your organization is on the approved list, located in the binder in the College Center. If it is not, please submit a "Request for Approval" form.

Forms are due by May 1 for hours to be included in this school year.

PLEASE PRINT CLEARLY

Student: _____

email: _____ Phone: _____

Graduation Year (circle one): 2009 2010 2011 2012

USE ONE FORM FOR EACH ORGANIZATION AND EACH SCHOOL YEAR.

IS YOUR ORGANIZATION LISTED IN THE PRE-APPROVED BINDER?

_____ YES _____ NO**

****Your organization must be approved by the College Center in order to qualify for credit. If it's not already pre-approved, please submit a "Request for Approval" form. Service must be with organizations of non-profit status and unpaid (political, church related activities and internships may qualify).**

Organization: _____

Address of organization: _____

Print name of supervisor: _____ Phone: _____

Location where duties were performed: _____

Description of student's project and duties: _____

I have read and understand the information presented to me above and in the PHS Community Service FAQ.

Student signature: _____ **Date:** _____

College Center Approval: _____ Date: _____

ABOUT CALIFORNIA'S COLLEGES AND UNIVERSITIES

CALIFORNIA'S COMMUNITY COLLEGES

California has the largest community college system in the nation, enrolling over 1.4 million students each year. Community colleges are two-year institutions, which prepare students for various careers or to transfer to a four-year college or university. There are over 100 different community colleges within California. Visit www.cccco.edu for location and information for each program.

To enroll in a community college you must be eighteen years of age, or have completed high school, or have passed an equivalency exam. Applications are available in late spring for fall entrances. The cost of community college includes fees, books and your transportation, but it is by far the least expensive option for obtaining higher education in this state. Since fees vary, please consult each campus for the specifics.

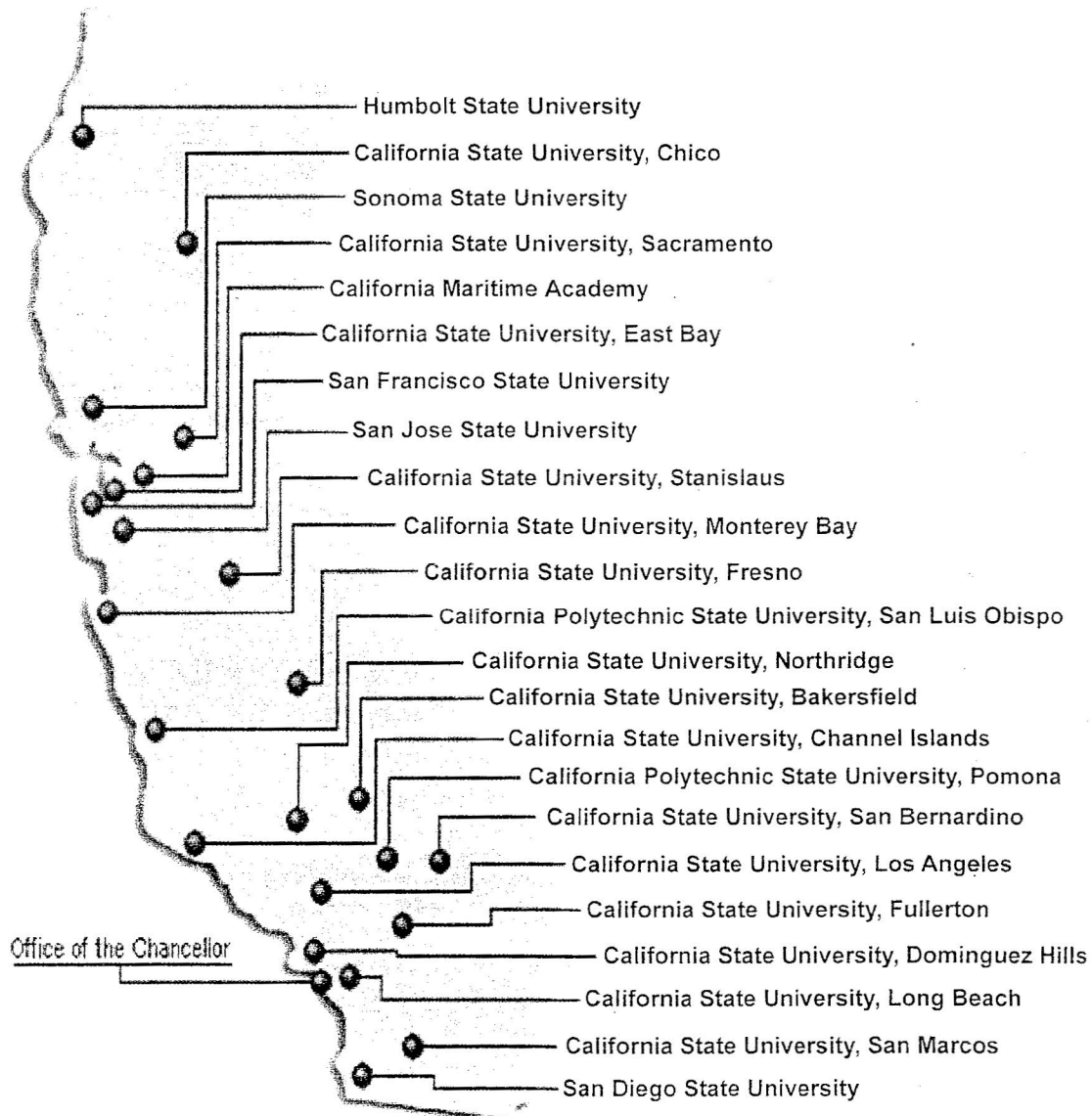
CALIFORNIA COMMUNITY COLLEGE CAMPUSES



THE CALIFORNIA STATE UNIVERSITY SYSTEM

There are 23 campuses in the California State University system. The campuses, located from Humboldt (near the Oregon border) to San Diego (near the Mexican border), enroll over 350,000 students collectively, and offer over 1,100 degree programs. The sizes vary from California Maritime Academy's 625, to San Diego's greater than 30,000. Some campuses are very rural (Chico or Humboldt), while others are in the center of the city

(San Diego, San Jose or San Francisco). Applications are available through your Guidance Counselor or Career Center and will contain information regarding admissions requirements. **You should contact individual campuses for specific questions regarding their programs.** Visit www.csumentor.edu for more details.



CALIFORNIA STATE UNIVERSITY

ADMISSION REQUIREMENTS

Minimum Eligibility Requirements

You are eligible for admissions if you:

- Have or will have graduated from high school.
- Meet the eligibility index with your grade point average and test scores (see the formula below).
- Have or will have completed with a grade of C or better the pattern of courses listed below under subject requirements which total 15 units (a "unit" is one year of study in high school).
- You may be required to meet higher admission requirements for impacted programs.

Eligibility Index

Use this formula to see if your grade point average and test scores meet the required eligibility index:

SAT Reasoning Scores:	$(\text{Your GPA}) \times 800 + \text{SAT Reasoning without Writing score}$	> My index is ____
ACT Scores:	$(\text{Your GPA}) \times 200 + (10 \times \text{ACT})$	> My index is ____

*Exclude 9th grade, PE, ROTC, and all non-College prep courses taken in the 10th and 11th grades.

- Up to eight semesters of honors courses taken in the last two years of high school will be granted additional points (an A in an honors course will receive a total of 5 points; B, 4 points; and C, 3 points).
- California residents must have a minimum index of 2900 using SAT I Reasoning scores or 694 using ACT scores.
- California nonresidents must have a minimum index of 3502 using SAT I Reasoning scores or 842 using ACT scores.

The **Eligibility Index Table** shows the combination of test scores and averages required. You can calculate the index by multiplying your grade point average by 800 and adding your total score on the SAT Reasoning Test. Or, if you took the ACT, multiply your grade point average by 200 and add ten times the ACT composite score. If you are a California high school graduate (or a resident of California for tuition purposes), you need a minimum of 2900 using the SAT Reasoning or 694 using the ACT. If you apply for admission before you graduate from high school, you should compute your GPA using grades earned in college prep courses completed in the 10th and 11th grades. Do not include grades you expect to earn in courses during the remainder of 12th grade. Nonresidents of California are required to have a minimum index of 3502 (SAT) or 842 (ACT).

Subject Requirements: You must complete with a grade of C or higher the following pattern of college prep subjects totaling 15:

2 years:	Social Science including U.S. History
4 years:	English
3 years:	Mathematics (Algebra, Geometry, and Intermediate Algebra)
2 years:	Science with a Laboratory: (One Life Science and one Physical Science)
2 years:	Foreign Language (the same language)
1 year:	Visual and Performing Arts: Art, Dance, Theatre/Drama, or Music
1 year:	Electives chosen from the subject areas listed above and/or Agriculture
	15 UNITS TOTAL SUBJECTS

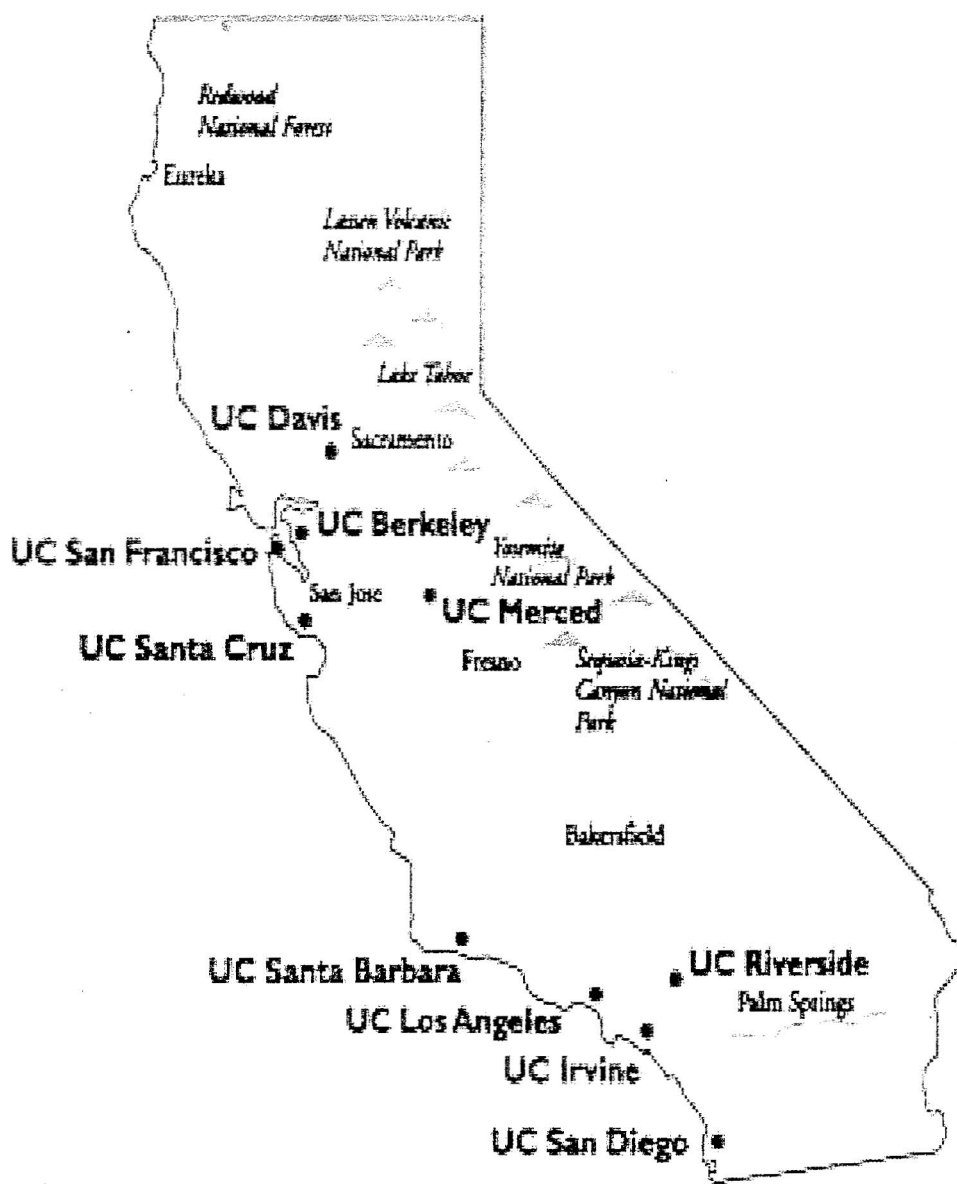
CSU Eligibility Index Table for California High School Graduates or Residents of California*

GPA	ACT Score	SAT Score	GPA	ACT Score	SAT Score	GPA	ACT Score	SAT Score
2.00 and above qualifies with any score			2.66	17	780	2.32	23	1050
2.99	10	510	2.65	17	780	2.31	24	1060
2.98	10	520	2.64	17	790	2.30	24	1060
2.97	10	530	2.63	17	800	2.29	24	1070
2.96	11	540	2.62	17	810	2.28	24	1080
2.95	11	540	2.61	18	820	2.27	24	1090
2.94	11	550	2.60	18	820	2.26	25	1100
2.93	11	560	2.59	18	830	2.25	25	1100
2.92	11	570	2.58	18	840	2.24	25	1110
2.91	12	580	2.57	18	850	2.23	25	1120
2.90	12	580	2.56	19	860	2.22	25	1130
2.89	12	590	2.55	19	860	2.21	26	1140
2.88	12	600	2.54	19	870	2.20	26	1140
2.87	12	610	2.53	19	880	2.19	26	1150
2.86	13	620	2.52	19	890	2.18	26	1160
2.85	13	620	2.51	20	900	2.17	26	1170
2.84	13	630	2.50	20	900	2.16	27	1180
2.83	13	640	2.49	20	910	2.15	27	1180
2.82	13	650	2.48	20	920	2.14	27	1190
2.81	14	660	2.47	20	930	2.13	27	1200
2.80	14	660	2.46	21	940	2.12	27	1210
2.79	14	670	2.45	21	940	2.11	28	1220
2.78	14	680	2.44	21	950	2.10	28	1220
2.77	14	690	2.43	21	960	2.09	28	1230
2.76	15	700	2.42	21	970	2.08	28	1240
2.75	15	700	2.41	22	980	2.07	28	1250
2.74	15	710	2.40	22	980	2.06	29	1260
2.73	15	720	2.39	22	990	2.05	29	1260
2.72	15	730	2.38	22	1000	2.04	29	1270
2.71	16	740	2.37	22	1010	2.03	29	1280
2.70	16	740	2.36	23	1020	2.02	29	1290
2.69	16	750	2.35	23	1020	2.01	30	1300
2.68	16	760	2.34	23	1030	2.00	30	1300
2.67	16	770	2.33	23	1040	Below 2.00 does not qualify for regular admission		

THE UNIVERSITY OF CALIFORNIA SYSTEM

The University of California system has ten campuses, nine of which serve undergraduates as well as graduate students. The tenth campus in San Francisco is a health sciences graduate school only. The ten campuses, as listed below, have their own distinctive environmental characteristics as well as particular degree programs. You are encouraged to contact the campus of your interest and read about its offerings carefully before applying. The application is available online in the fall. Contact your guidance counselor to obtain a hard copy.

Information about the Eligibility Index is on page 9. system-wide eligibility index and the a-g course requirements. **Please note that being eligible for admission to the UC system is no longer a guarantee of admission to any specific campus.** Entrance to the UC system has become competitive. When a campus cannot admit all eligible applicants, it uses standards that are more demanding than the minimum requirements to accept students. Refer to the Introducing the University handbook for further information regarding competitive admission policies.



UC Minimum admission requirements

UC's minimum admission requirements represent exactly that — the minimum academic standards students must attain to be considered for admission. However — and this is important for your students to understand — meeting the minimum requirements does not guarantee admission to a particular campus. Often, admission to our campuses and/or programs is extremely competitive and requires students to satisfy far more demanding standards.

Subject requirement

Freshman applicants will be required to complete a minimum of 15 yearlong "a-g" courses in grades 9-12. Seven of these courses must be taken in the last two years of high school. Students must complete:

a. History/social science	2 courses
b. English	4 courses
c. Mathematics	3 courses, including elementary algebra, geometry and intermediate algebra
d. Laboratory science	2 courses from two disciplines
e. Language other than English	2 courses
f. Visual and performing arts	1 course
g. College-preparatory elective courses, to be chosen from the fields above or another course approved by UC	1 course

Eleven "a-g" courses must be completed by prior to the 12th grade in order for applicants to receive a review of their application. No particular course pattern is required for this review.

A specific [11-course pattern](#) is required for consideration in UC's Eligibility in the Local Context (ELC) program and must be completed prior to the beginning of 12th grade. Courses taken in summer school after 11th grade will be considered. Although a minimum of 11 courses are required for admissions consideration, completion of at least the full 15 yearlong college-preparatory required courses will be expected of all students by the end of their senior year.

Applicants should also be reminded that admission to the University of California is competitive, and most applicants present more than the minimum requirements when applying for admission. For example, students offered admission for the fall 2010 term completed, on average, 23 yearlong courses, or six academic courses per year.

Examination requirement

Freshman applicants must submit the following test scores:

- ACT with Writing, or
- SAT Reasoning Test

Students applying for admission for the fall term must take these tests no later than December of their senior year, and preferably earlier.

SAT Subject Tests

The SAT Subject Tests are not required for admission. Students may submit scores if they wish to showcase academic mastery, just as scores on Advanced Placement and International Baccalaureate tests show ability and subject mastery. Competitive majors on some campuses may recommend particular [SAT Subject Tests](#) to demonstrate subject proficiency.

Additionally, Subject Tests may be used to fulfill ["a-g" requirements](#).

Scholarship requirement

In order to be considered for admission, applicants must have earned a minimum GPA of 3.0 (3.4 for nonresidents) in all "a-g" courses completed in grades 10 and 11, with no grade lower than a C. We award extra grade points for grades received in approved honors-level courses to a maximum of eight semesters, including no more than two courses taken in the 10th grade.

High school proficiency examination

If students do not have a high school diploma, we will accept the Certificate of Proficiency awarded by the State Board of Education upon successful completion of the California High School Proficiency Examination. We'll also accept proficiency examinations from other states, and the General Education Development (GED) Certificate, in place of a diploma.

However, students must still meet the subject, scholarship and examination requirements.

STANDARDIZED TESTING

PSAT/NMSQT: (Preliminary SAT/National Merit Scholarship Qualifying Test)

The preliminary/practice SAT administered nationally in October. Students become familiar with the type of questions found on the SAT. Junior year scores can qualify students for the National Merit Scholarship Program. (Visit www.collegeboard.com for more details.)

PLAN:

A preliminary/practice ACT administered to sophomores in the fall semester at many high schools. In addition to measuring academic achievement a career component is included. (Visit www.act.org for more details.)

SAT REASONING TEST:

A college admissions test required by many colleges and universities as part of the college admissions process. This is a 3.45-hour test that measures verbal, writing and mathematics skills. Registration information and materials are available from guidance counselors and career centers. (Visit www.collegeboard.com for more details.)

SAT SUBJECT TEST: (Subject-based tests in writing, mathematics, literature, history, science, and languages.)

Some colleges and universities require these tests for admission. The University of California requires two of them. Each test is one hour long. Registration is similar to that for SAT Reasoning Test. Obtain the same booklet from your guidance office. (Visit www.collegeboard.com for more details.)

ACT: (American College Test)

A college admissions test required by many colleges and universities as part of the college admissions process. It is a three-hour test comprised of four parts: English, Math, Reading, and Science Reasoning. An optional writing test has been added for those students applying to the University of California. Registration booklets are available in the guidance office of your high school. (Visit www.actstudent.org for more details.)

AP: (Advanced Placement)

Advanced Placement exams are given in May. Scoring a 3, 4, or 5 (out of 5) will often enable a student to receive college units of credit upon matriculation at a college or university. Check with your Guidance Counselor since the policy on AP's varies from campus to campus. (Visit www.collegeboard.com for more details.)

TOEFL: (Test of English as a Foreign Language)

A college admissions examination required of students

whose first language is not English, or who have had fewer than three years of high school in an English-speaking country. To obtain information about TOEFL, and a registration booklet, call (609) 771-7100. (Visit www.toefl.org for more details.)

**Almost all colleges and universities will accept either SAT Reasoning or ACT scores. Information regarding specific testing requirements is available in your high school Guidance Office or Career Center.*

CALCULATING YOUR GRADE POINT AVERAGE

Grade Point Averages are calculated in a number of ways, including the following:

# of semester or trimester grades	multiplied by (Grade Points) = Total
A	x 4
B	x 3
C	x 2
D	x 1
F	x 0

***The Basic (non-weighted) Grade Point Average:**
all grades on the transcript are used. No weight is given for Honors or AP courses:

The **Total** divided by the **number of semester/trimester term grades = GPA**

(NOTE: Many schools do not use P.E. or R.O.T.C grades when calculating the basic GPA.)

***The Weighted Grade Point Average:**

Same as above except:

Add to the Total, the number of terms of AP courses, Honors courses or courses taken at the college level.

***The UC way:**

Use only grades received in "a-g" subjects, in the 10th and 11th grades. (See page 9 for the UC system.)

***The CSU way – Same as the UC way.**

Note: CSU and UC assign weight to AP, and college level courses taken in the 10th and 11th grades, and some Honors level courses. See your school's UC "a-g" list.

FINANCIAL AID FOR COLLEGE

WHAT ARE THE SOURCES OF FINANCIAL AID?

COLLEGES: Every college has a Financial Aid Office that helps students find grants, loans, scholarships and work study programs.

STATE OF CALIFORNIA: The Cal Grant program awards grants that help pay tuition costs for California students going to a California public or independent college.

LOANS: Request information from the Financial Aid Office at the college you will attend about loans that are available to parents and students. Some families take out equity line loans on their homes.

MILITARY: The military services have opportunities that range from R.O.T.C. to attendance at West Point, Annapolis, or the Air Force Academy.

FEDERAL GOVERNMENT: The Pell Grant program provides funds for low-income students to attend college.

SCHOLARSHIPS: National and local scholarships are available to high school seniors each year. For information on these opportunities contact your high school Guidance Office. Information may also be available at your local library or from various websites. (See page 16).

WHAT APPLICATIONS ARE NEEDED TO APPLY FOR FINANCIAL AID?

FREE APPLICATION FOR FEDERAL STUDENT AID ... FAFSA

- All colleges want this form completed after January 1, in your senior year.
- Pick up a copy of FAFSA in Counseling Office/ Career Center in December.
- Mail in or complete the online FAFSA form during January or February of your senior year.
- The FAFSA form gives “basic” financial aid information to the U.S. Government and to your colleges.
- FAFSA is required in order to qualify for federal financial aid programs.
- No fee is involved ... the FAFSA is a “free” form.

CALIFORNIA GRANT APPLICATION... GRADE VERIFICATION FORM

- If you are going to a California college, you must complete the Cal Grant GPA Grade Verification Form application. Pick up this Form in your Counseling Office/Career Center in December of your senior year.
- The Form asks for your high school counselor to calculate your grade point average (GPA). Be sure to mail the completed Form in before its March deadline.
- No fee is charged for the Cal Grant Application.

INDIVIDUAL COLLEGE FINANCIAL AID APPLICATIONS AND/OR THE “PROFILE”

- **PROFILE:** The Financial Aid Profile (CSS) is needed by many private colleges. There is a fee for this service. Some colleges have their own financial aid application in addition to Profile.
- Students need to contact colleges’ financial aid offices for their supplemental applications.
- Colleges’ financial aid applications are sometimes sent with the admissions application packets.
- Check all deadlines carefully. Submit your applications on time.
- Usually there is no charge for an individual college’s financial aid application.

FINANCIAL AID WORKBOOK AND THE WEB

- One of the best sources of financial aid information is the *Financial Aid Workbook* published each year by the California Student Aid Commission. This workbook explains how to apply for federal and state financial aid opportunities including grants, loans, and work-study programs. You can receive a copy of this free workbook in the Counseling Office/ Career Center. Copies of the financial aid addresses are available in the College/Career Center. Check collegeboard.org, FASTWEB, and FINAID websites, as listed in the websites page 16 of this guide.

CHECKLIST FOR SENIORS APPLYING FOR FINANCIAL AID...

- Find out the costs at the colleges where you are applying.
- Talk with your parents about how college costs will be paid.
- Pick up the Free Application for Federal Student Aid (FAFSA).
- Pick up the Cal Grant Grade Verification form.
- For many private colleges, pick up the registration form for the Profile.
- Check with colleges about individual financial aid applications.
- Check with your Career Center about local scholarships.
- Be sure to submit all applications on time.
- Pick up a copy of the Financial Aid Workbook.

HOW TO FIND OUT MORE INFORMATION ABOUT FINANCIAL AID

- Contact your high school Guidance Office or Career Center.
- Ask the Financial Aid Office at the college where you are applying for information about financial aid opportunities.
- Read the Financial Aid Workbook to obtain information about federal and state financial aid programs.
- Attend Financial Aid Night at your school, if available.
- Search the Web for information.

Example Resume

Name, Address, City, State, Zip, Cell Phone, Email

Objective: State your desired plan for the future.

Education: List your schools, grade 6 to present.
List any other educational programs you have been in: include summer and enrichment classes, college classes or programs and briefly explain each.

Data: List all educational data:
GPA
SAT Reasoning
SAT Subjects
ACT
AP's

Community Service: Write a brief description of community service programs. Include the grade level when you served.

Employment: Write a brief description of where you have worked and what responsibilities you held. Include your grade levels during employment.

Activities Record: List all activities in which you have been involved during high school. Again, list the grade levels. Please list activities in the following categories.

1. Honors/Distinctions
2. Hobbies
3. Athletics
4. Arts
5. Leadership
6. Clubs
7. Associations
8. Other

POPULAR INTERNET WEBSITES

(All web addresses are subject to change without notice.)

COLLEGE SEARCH PROCESS

American College Testing (PLAN/ACT)
Apply! (Princeton Review)
Art Schools
Black Collegian
Campus Tours
Catholic Colleges and Universities
College Apps
College Board (PSAT/SAT/SAT/AP)
CollegeXpress
College Net
College and University Search
College View
College Zine (Kaplan)
Historically Black Colleges and Universities
Minority Online Information Service (MOLIS)
National Association for College Admission Counseling
Nursing Programs
Peterson's
Schools in the USA
Women's Colleges
XAP

Begin web address with: <http://www>.

actstudent.org
review.com
aicad.org
blackcollegian.com
campustours.com
catholiccollegesonline.org
collegeapps.com
collegeboard.com
collegexpress.com
collegenet.com
universities.com
collegeview.com
kaplan.com
hbcu-central.com
iam-molis.org
nacac.com
aacn.nche.edu/Membership/membdir.htm
petersons.com
schoolsintheusa.com
womenscolleges.org
xap.com

COLLEGE APPLICATIONS AND INFORMATION

University of California
California State University
California Private/Independent Colleges
California Community College Information
College Community Transfer Agreements
College Options in California
Common Application

universityofcalifornia.edu/admissions/undergraduate
calstate.edu; csumentor.edu
aiccumentor.com
cccco.edu
assist.org
californiacolleges.edu
commonapp.org

FINANCIAL AID/SCHOLARSHIPS

Commercial/Private

Fastweb
FinAid
Natl. Association Student Financial Aid
Nellie Mae
Sallie Mae
Scholarships 101

fastweb.monster.com
finaid.org
nasfaa.org
nelliemae.org
salliemae.com
scholarships101.com

Government

California Student Aid Com.
FAFSA Express
Funding (Dept. of Ed.)
Student Guide (Dept. of Ed.)

csac.ca.gov/
studentaid.ed.gov/
studentaid.ed.gov/funding
studentaid.ed.gov/students/publications/student_guide

Athletics

NAIA
NCAA
NCAA eligibility and online application

naia.org
2.ncaa.org
ncaaclearinghouse.net

College Career Center – Reference Book List

College Guides

Barrons Profiles of American Colleges
Black Student's Guide to Colleges
College Handbook
Cool Colleges
Insider's Guide to Colleges
Peterson's Guide to Colleges of the West
Peterson's Guide to College Visits
Princeton Review Complete Book of Colleges
Princeton Review – Visiting College Campuses
The Best 351 Colleges by Princeton Review
The College Handbook
Fiske Guide to Colleges
The Public Ivys
The Unofficial, Unbiased Insider's Guide
To 320 Colleges
Women's Colleges

Graduate Programs

Arts & Architecture
Engineering and Computer Science
Graduate Schools in the US
Physical Science

Majors/Interests

Index of Majors
College Careers and Majors
Outdoors Careers
Peterson's Vocational and Technical Schools
Performing Arts Majors
Peterson's Nursing Programs
Peterson's Computer Science
Peterson's Culinary Schools

Financial Aid

Barron's Best Buys in College Education
College Money Handbook
How to Get Into the College of Your Choice
And Finance It
How to Go To College Almost Free
Paying for College
Peterson's Sport Scholarships
Scholarship Almanac
Winning Money for College

Job Opportunities

Job opportunities in Health Science
Federal Jobs – The Ultimate Guide
Guide to Jobs and Career Planning
Jobs in Engineering and Computer Science
Occupational Outlook Handbook
Offbeat Careers

Alternative Education

Guide to Universities of Europe
Peterson's Guide to Two Year
Colleges
Professional Degree Programs in the
Visual & Performing Arts
One Hundred Colleges Where Average
Students Can Excel
Vocational and Technical Schools

Learning Disabilities

Colleges with Programs for Students
with Learning Disabilities
The K & W Guide to Colleges With
Learning Disabilities

Summer Programs

Summer Jobs USA
Summer Study Abroad
Summer opportunities for Kids &
Teenagers

Misc. Programs

Internships
Short-Term Job Adventure
Private Secondary Schools
Summer Programs Abroad
Guide to Distant Learning

College Application

On Writing the College Application
On Writing the College Application
Essay
College Planning for Dummies