
PARKVIEW BAPTIST HIGH SCHOOL
SCHOOL CODE: 190218

Use your junior and senior years to achieve the greatest benefit from your education. It is imperative that you give your best in preparing for your future. It is never too early to make plans for your future. Just check off each task as it is completed.

Use this information during your junior year to make successful plans for college during your senior year.

FALL SEMESTER

___ Get to know your high school counselors and college/career advisors. These people will be additional sources of support as you plan for college and a career.

___ Plan to take either the ACT or the SAT. We encourage our students to take the ACT or SAT as often as it is given until you obtain or exceed your goal. The more a student takes the test, the more familiar he/she becomes with the style and rigor of the test. ***Please note that ACT/SAT/PSAT scores are used for more than college admission decisions—they are also used in the determination for enrollment eligibility for dual admission classes in high school.**

NOTICE: (1) Be sure to put your high school code **190218** in the *High School Code* section each time you complete an ACT registration form.

(2) Be sure to enter the TOPS Scholarship code in the *College and Scholarship Code* section on all ACT and/or SAT tests you take. Enter 1595 on ACT and 9019 on the SAT.

(3) If you would like to take the ACT at Parkview, you may enter our test site code 168960 in the *Test Center Code* section on the ACT registration form.

___ Prepare for the PSAT/NMSQT, which is given to all juniors in October. This is the qualifying test for entry into the National Merit Program. The competition will span about 18 months from the time of entry in October of the junior year until the spring of the senior year when scholarships for college undergraduate study will be awarded. Read the *PSAT/NMSQT Student Bulletin* for more information.

___ If you need preparation for the ACT, SAT, or PSAT, investigate free test prep on the web. Check the following sites: www.collegeboard.org, www.testu.com, www.number2.com, and www.educationplanner.org.

___ Make a list of your educational goals, needs, and preferences, and develop a preliminary list of colleges in which you are interested. Explore websites such as connectedu.net, cappex.com, collegeboard.com, actstudent.org, and youiversitytv.com to research colleges and universities.

___ Attend the College Fair and talk to as many representatives from colleges as you can.

___ If you are interested in ROTC scholarships or in attending a service academy (West Point, USAF Academy, etc.), you must begin the process now. See your college and career director for information.

___ Attend high school visitation days or weekends sponsored by colleges. (These are usually offered on a Saturday and followed by a football game or some activity.)

___ Reduce the number of preliminary colleges to at least five and no more than ten. Contact each college's admission office by either mail or through their web site and request application forms, a college catalog, housing, and financial aid information. You may also get this information online.

___ Talk with students who attend the colleges in which you are interested and find out their opinions and feelings about the schools.

___ Apply for any scholarships that are available for juniors and for which you qualify. There will be a few for which you are eligible. Check your email daily for updates from Mrs. McDermott. Create profiles on fastweb.com and finaid.com to find additional scholarships for which you might be eligible.

___ Work hard in the classroom to improve grades. Most scholarships (including TOPS) and college admissions require a minimum core gpa of 2.5 and above. Selective colleges and scholarship programs will require a higher core gpa.

___ Make sure your grades and gpa are consistent with college entrance requirements. Also make sure you will complete the specified units (core courses) required for admission. All Parkview graduates meet the units specified by TOPS.

___ Volunteer, volunteer, volunteer! Take the opportunity to participate and earn hours in volunteer projects hosted by clubs, churches, community organizations, and your school.

___ Read, read, and read some more. Books, short stories, poems, plays, magazines, and/or newspapers— read above and beyond what you have been assigned. You've probably heard the phrase, "The more you read, the more you know." Well, it is true. The one thing that is most common with all students who score well on standardized tests is the fact that they read often. Interview questions may reference current events or well-recognized literature. It is never too late to start reading.

___ Update *Eagle Talk*. This is your "triple-A-list" of high school achievements, awards, and accomplishments. Use it as a resource to help you begin preparing your high school resume.

SPRING SEMESTER

___ Many colleges will require you to write an essay as part of your application process. Start practicing now.

___ Continue to work hard in the classroom to improve grades. Remember, most scholarships and college admission requirements require a minimum core gpa of 2.5 or above, and most want a 3.0 or better. Also remember that many college admission decisions and almost all scholarship decisions will be made on the basis of the grades that you have earned through your **junior** year.

___ National Merit Program qualifying information is received by the school, and students invited to enter the program are notified. These students will need to register for the SAT I and take one or more during the spring semester. It may be necessary to schedule an additional SAT I during the fall.

___ Some selective colleges will require scores from SAT II subject tests. Check admission requirements for your college choices and begin to take subject tests if necessary.

___ Junior Retreat and Ring Ceremony

___ Junior-Senior banquet or lunch

___ The juniors who are ranked in the top twelve by weighted grade point average will be announced at Awards Day and will serve as Junior Marshals during graduation.

___ Attend honors and Advanced Placement course information meetings (i.e., Calculus, English, Chemistry, Physics).

___ Athletes who plan to play a sport at a Division I or Division II college must take to Mrs. Turner the two release forms printed after completion of the on-line NCAA-Clearinghouse Initial Eligibility Registration Form. These forms must accompany your high school records.

NOTICE: Be sure to enter the NCAA-Clearinghouse Code 9999 in the *College and Scholarship Code* section for all ACT and/or SAT tests you take.

___ Continue visiting college and scholarship web sites.

___ Plan to take either the ACT or SAT during the April test date.

___ Qualified individuals are selected from the junior class to participate and represent Parkview Baptist High School in the following summer programs: Louisiana Boys State (2 representatives); Louisiana Girls State (2 representatives); and LOSFA Trailblazer (1 representative). See Mrs. McDermott if you are interested in attending one of these programs.

___ Some colleges offer summer workshops in specific fields (i.e., architecture, engineering, graphics, etc.) for rising seniors who meet gpa and ACT/SAT qualifications. Check emails and let Mrs. McDermott know if you are interested in such a program.

___ Military academies (i.e., West Point, Naval Academy, Air Force Academy, etc.) host summer programs for rising seniors interested in attending. This is a good way to get a preview of academy life. Applications are usually available online beginning February 1 and space is limited, so apply early!

___ Colleges begin “recruiting” high-achieving juniors for any special summer programs they offer.

___ Summer volunteer/employment opportunities become available (i.e., summer camp counselors, tour guides, “candy strippers,” etc.). Check emails for these announcements and pick up applications from the college and career director.

___ Review your high school transcript. Verify all personal data (i.e., full name, date of birth, social security number) and grade point average. Report any errors to Mrs. Turner IMMEDIATELY.

___ Prepare to take challenging courses your senior year. Your senior year will be “fun” and you will be better prepared for your freshman year in college if you continue to accept academic challenges. One of the most common mistakes made by students is to take a “light load” senior year. Course choice can affect admission decisions, scholarship decisions, ACT scores, and success during freshman year in college.

___ Attend Awards Day program and update *Eagle Talk*.

___ Consider running for offices or assuming leadership positions in organizations and clubs.

SUMMER

___ Be accountable for your time during the summer. If you do not have a summer job, do community service or some type of enrichment. This will be helpful when completing college/scholarship applications.

___ Plan to take the ACT or SAT during the June test date if you were unable to schedule it in the spring or if you are still trying to improve your composite and/or subtest scores.

___ Plan a summer college tour.

___ Update your immunization record. Colleges will require a copy as part of the admissions record.

___ Continue to save for college.

___ Read as much as you can.

___ Begin writing required college admission and scholarship essays for your preferred schools that require them. Prepare your high school resume.

Use this information during your senior year to complete all the steps in the college admission process.

AUGUST

___ Clarify your educational needs, goals, and preferences and develop a preliminary list of colleges if you have not already done so. Reduce your preliminary list to approximately five colleges.

___ Attend the Senior/Senior Parent meeting and pick up or download all required forms.

SEPTEMBER

___ Complete and return all of the forms in your start-of-the-year senior packet by the due date.

___ Visit some college campuses.

___ If you have not already done so, reduce your college list to approximately five or fewer colleges. Research the websites and begin the application/scholarship process.

___ Monitor your emails carefully to respond to information sent out by Mrs. McDermott, Mrs. Turner, and senior sponsors.

___ Make a folder and **keep all admission decisions and scholarship award offers received throughout the year, whether you plan to accept them or not.** (Sometimes you will even receive offers from colleges to which you did not apply. Keep those in a separate folder.)

___ Take to Mrs. McDermott or Mrs. Turner any forms (scholarship or admission) that require an academic verification or a recommendation **at least two weeks before the due date.** Include **all** of the required information as well as the address of the receiving party. It is helpful to include an addressed, stamped envelope so the form can be processed and mailed directly from the school.

___ If you will need recommendations from teachers or community members, line them up well in advance. Supply all of the information they will need to write an outstanding recommendation for you, i.e., specific college recommendation forms, your senior information sheet, and stamped, self-addressed envelopes. Give these people at least two weeks' notice, and make sure that they are aware of upcoming deadlines. Do not expect adults to be able to rearrange their schedules and accommodate your need for an immediate recommendation. Even if an adult

is able to accommodate you, the recommendation will probably not be as outstanding as you and your recommender would like. Be sure to send a thank-you note afterward.

___ If you still need to take or retake the ACT or SAT, register online early. List the colleges you want to receive your test scores. Colleges usually take the best ACT/SAT score received. If you have not already sent your best scores to the colleges of your choice, make sure that you do that early as well. If official scores are delayed, you may decrease your chances of being admitted or receiving scholarship offers. **YOU MUST PROVIDE YOUR SCHOOL CODE ON THE TEST REGISTRATION FORM.**

(Parkview School Code is **190218**.) (Parkview ACT Test Center Code is **168960**).

NCAA Clearinghouse9999

ACT TOPS Code1595

SAT Tops Code9019

___ If you need to take SAT Subjects tests, plan for them and register now.

___ Continue to access free personalized scholarship searches online.

___ Some schools require that you fill out a CSS/Financial Aid Profile Application. You may access that at www.collegeboard.com.

___ Attend locally sponsored College Fairs and Financial Aid nights.

___ If you plan to use the Common Application, be sure that you list Mrs. McDermott as your contact person. My email address is jill.mcdermott@parkviewbaptist.com.

OCTOBER

___ Track deadlines for application submission. It is possible that you will have to submit at least one essay as part of your application. Review instructions and write outlines/rough drafts. The essay will be a crucial part of the application and deserves special attention.

___ Some “early decision” applications can have deadlines as early as October 15. Be aware of all deadlines, **and meet them.** Colleges are not typically forgiving of deadlines.

NOVEMBER

___ Complete admission procedures. Finalize application essays. Type them and be sure they are clean, neat, attractive, grammatically correct, interesting, and easy to read. Be sure to have Mrs. McDermott and your English teacher proofread them for any additional suggestions.

___ Some colleges may have their own financial aid application forms. Fill them out and return them when you apply for admission.

___ Most colleges using the “early decision” admission process will require test scores and applications by early November. Students are usually notified of decisions by mid-December or January.

___ Complete a transcript request form (in your senior packet) for each college to which you have applied. Only transcripts sent directly from the high school are considered “official.” Most Louisiana public colleges and universities will access your transcript through the state system, so those will usually not need to be sent.

DECEMBER

___ Begin compiling and organizing your financial information. We will hold a TOPS Seminar here on campus in early January for the parents of seniors, and there you will learn about the FAFSA (the TOPS application form). After January 1 of your senior year you may file the FAFSA online at www.fafsa.ed.gov.

Both parents and students will need to file for a PIN prior to filing the FAFSA online. Go to www.pin.ed.gov and follow the instructions. You will need to keep this information as you will need it throughout the college years for filing renewals.

Parents: Retain year-end payroll information—it may be required to determine financial aid eligibility.

Notice: Tulane University usually requires the FAFSA to be submitted before Jan. 15.

___ Carefully review financial aid award notices from colleges. Call or write to the financial aid office if you have questions. Do not just look at how much aid you are offered; look also at how much of your need the award will cover. If you do not get any (or enough) financial aid, ask the college if other financing plans are available to help families meet the costs.

JANUARY

___ Parents of seniors: Attend the TOPS Seminar at Parkview to obtain information on how to accurately complete and submit the FAFSA.

___ Complete and submit the Free Application for Federal Student Aid (FAFSA) as soon as possible as well as any additional forms required by the colleges. Keep personal copies.

The FAFSA is the application for TOPS and must be completed to be considered for TOPS

Parents: Prepare IRS tax returns early – the information will be needed on the FAFSA to determine financial aid eligibility.

___ Take mid-year counselor reports and 7-semester transcript requests to Mrs. McDermott along with addressed, stamped envelopes.

___ Update your senior information sheet if you have additional information for recommendations, etc.

___ Maintain good grades. Acceptances are provisional until final senior grades are received.

___ Seniors scheduled to graduate who do not meet the criteria for the Parkview Baptist School diploma are required to meet with Mrs. Turner by January 30 to review the discrepancies and determine a course of action.

FEBRUARY

___ Verify mid-year transcripts have been sent to each school receiving application for admission.

___ Make sure financial aid and additional application forms have been mailed.

___ **Eligible** seniors will receive forms for “spring testing” from the colleges or universities that have received prior applications and made acceptance decisions.

MARCH

___ Watch the mail for college decisions. **Be sure to turn in a copy of EVERY admission decision (admitted, denied, or wait-listed) to Mrs. McDermott as soon as you receive it.**

___ Review Student Aid Report (SAR).

___ Carefully review scholarship and/or financial aid award notices from colleges. **Again, turn in a copy of EVERY scholarship or financial aid award notice you receive, regardless of whether you plan to accept it.**

___ Schedule an appointment for any booster shots. Forward immunization records and/or medical forms to each school requiring a physical exam as a condition of admission.

___ Complete and return all of the forms in your end-of-the-year senior packet by the due date.

APRIL

___ College decisions may continue arriving, even as late as mid-April.

___ Submit final transcript request forms and senior information from your graduation packet to the appropriate recipients.

___ All independent study course requirements must be completed by April 15. (All independent study courses must have prior administrative approval.)

___ Notify Mrs. McDermott if you plan to attend college during the summer.

MAY

___ May 1 is typically the deadline for notification of colleges that admission has been accepted. (Some colleges do not subscribe to the Candidate Reply Date Agreement and may have earlier deadlines.) **Decline in writing all those admission offers which you will not accept.**

___ May 1 is the PRIORITY deadline for filing the FAFSA.

___ Study for exams and maintain your focus. Finish strong!

___ If you are waitlisted by a college and intend to enroll if accepted, call, visit, or write to the admissions director to state your intention and ask how to strengthen your application. Recent evidence of notable academic or other achievement could help. Also talk to Mrs. McDermott to see if there are other possible options.

___ If you are not admitted to any of the colleges you select, talk to Mrs. McDermott about what to do next.

___ Advanced Placement exams are given during the second and third weeks in May in schools nationwide.

___ Check your report card for any errors.

___ Final transcripts will be mailed to the address given on the Request for Final Transcript form submitted by each senior. Only transcripts mailed directly from the high school office to the college admissions office will be considered official transcripts. All academic and personal data for each graduate must be thoroughly verified by our office and approved by the State Department of Education before official transcripts are mailed to universities.

IUNE

___ Respond promptly to all future requests from the college you have decided to attend.

___ Make sure that you accept financial aid awards from the college you decide to attend and decline all others so that funds can be made available to other students. Find out from the college you choose if there is anything else you need to do to establish and maintain your eligibility for financial aid. This includes TOPS renewal requirements.

___ **Make sure your FAFSA is submitted before July 1 to remain eligible for TOPS for the upcoming school year.**

___ Award letters will be issued throughout the summer to students who qualify for a TOPS Award.

___ Any TOPS questions can be directed to the Louisiana Office of Student Financial Assistance (LOSFA) at 1-800-259-5626 ext.1012 or (225) 922-1012. Their web address is www.osfa.state.la.us .

___ Attend any summer orientation programs that your college requires.

___ During the summer, read widely and review mathematics. If you are required to complete a summer reading assignment, be sure and do so.

___ You may need to work to help finance your education.

___ Continue volunteering.

___ Enjoy your summer!