

## **TIME LINE FOR SENIORS 2018-2019**

### **SEPTEMBER – OCTOBER: Continue to gather information on colleges; narrow the field, and begin applying.**

- Register for the SAT or ACT if needed. [www.collegeboard.org](http://www.collegeboard.org) or [www.actstudent.org](http://www.actstudent.org)
- Attend College Fairs. Check the guidance bulletin board and office for dates and locations.
- Explore college websites online: [www.collegeboard.org](http://www.collegeboard.org), [www.act.org](http://www.act.org) and [www.educationplanner.com](http://www.educationplanner.com).
- Visit the Career Room and explore the resources there. Use our two online computers.
- All seniors will be scheduled a meeting with your counselor.
- Meet with college representatives visiting York Catholic High School this fall. Limit 2 or 3 class periods per week. Most representatives visit in September, October, and November.
- Visit college and post secondary school campuses, as well as admissions, and financial aid offices, plus a class, if possible. Talk to as many students on campus as you are able.
- Narrow your college application choices. Some experts recommend from 4-8 choices: at least 1-2 “sure bets,” 2-4 “target choices,” and 1-2 “reaches.” This number may vary with your own needs. All should meet your personal and academic needs and preferences.
- If you need letters of recommendation for any college, please give teachers or counselors at least 2 weeks request to complete them. There is a form online (YC web site under Forms and Documents) or in the Career Room to complete when asking a teacher/counselor to write a letter of recommendation. Sometimes colleges will give you a form for a teacher/counselor to fill out also.

### **OCTOBER – NOVEMBER: Apply to colleges**

Begin applying to the colleges you have chosen. If any of your schools have rolling admissions, the EARLIER you apply the better. Some majors and programs require an early application, such as nursing, physical therapy, and physician’s assistant since there are limited spots for incoming freshmen. Consider both public and private colleges, as offers of merit scholarships and financial aid can often equalize the cost. Most schools will require you to have York Catholic send them an official transcript of your grades.

#### **Completing your application**

- Read over the application and **PAY PARTICULAR ATTENTION TO THE DIRECTIONS.**
- Apply online if possible; colleges prefer it. When using a paper application, be neat and complete! Type if at all possible, or print legibly and neatly.
- You may need this information for your application:

Graduation date – May 24, 2019  
York Catholic High School  
601 E. Springettsbury Ave.  
York, PA 17403  
717-846-8871 phone  
717-843-4588 fax

Mrs. Katie Seufert - principal

Mrs. Eva Phillips – college & career counselor

[ephillips@yorkcatholic.org](mailto:ephillips@yorkcatholic.org) - counselor e-mail

- Some applications may ask you to list your senior year courses, to write an essay, request a guidance counselor evaluation, or to attach letters of recommendation.
- Common Applications – you need to request online by inviting Mrs. Phillips to complete your School Report (SR) and possibly a Counselor Report. Request Teacher Evaluations (TE) from one or two teachers of your choice. Please ask them if they will use the online TE or a paper version of the TE. You must also complete all sections of the application(s).
- Check your application deadline. Does your application read, “Must be postmarked by \_\_\_\_\_?” or does it read, “Must be received by \_\_\_\_\_?” There is a difference.
- When applying online, remember you must still fill out a York Catholic transcript release form before we can send your official transcript to a college or scholarship grantor. Transcript release forms can be downloaded from the YC website or found in the guidance office. Bring a completed transcript release form with a stamped, addressed envelope to the Guidance Secretary in the Career Room.

*Your high school transcript is a legal document that contains your grades, test scores, and activities. The transcript release form gives us permission to send that information to the colleges of your choice. No official transcripts will be given to students or parents; they must be mailed from the school. You will need to fill out a release for each official transcript you want mailed to a college or scholarship grantor. Please make sure that you and your parent (if you are under 18) sign the release form. The first transcript is free with a charge of \$3.00 for each one after that. You may request an unofficial transcript for your own use if you wish. An unofficial transcript does not have the school seal or official signature, and may be copied by you to be given to interested coaches, etc.*

- Official transcripts, applications, and letters of recommendation are always sent directly from the guidance office to the college, not returned to the student. Students are responsible for keeping track of deadlines and should hand in transcript release forms and addressed envelopes **two weeks prior to deadlines** to insure processing and mail delivery time.
- Students needing letters of recommendation from teachers are to follow the same guidelines for time allowed. Since many schools operate on a rolling admissions policy, applications received by the end of November are usually processed first with the quickest reply time.
- Seniors will have a classroom meeting with Mrs. Phillips during August or September to go over the application process. Individual meetings will be scheduled in September and early October with Mrs. Phillips to review your college and career plans.

### **NOVEMBER – JANUARY: Complete application process & start thinking about financial aid**

- Send 1<sup>st</sup> quarter grades to schools that request them. The request form is in the Guidance Office or on the website.
- With your parents, attend our College Financial Aid Night at York Catholic on Tuesday, November 6, 2018 at 6:30 PM in the Library.
- Check on the status of your application if you have received no response.
- Check out the College Handbook – College Costs and Financial Aid and Scholarships books; they may be signed out overnight if returned the next morning.
- Talk with the Financial Aid Advisors at the colleges to which you have applied.

- For local scholarships that are available, check the Scholarship Listing in the Scholarship Binder on the wooden file cabinet in the Career Room, or the Scholarship page on the YC website.
- For those thinking of going into the armed services or students interested in career exploration, the ASVAB test will be given on Friday, November 30, 2018 at 8:25 AM at York Catholic.

**JANUARY – FEBRUARY: Send mid-year report**

The Guidance Office will send mid-year (semester) grades if you request them in the Career Room or on the website. Often times, a mid-year report form is included with the application. If you wish a report sent, please fill out the form and give it to the Guidance Secretary in the Career Room.

**APRIL: Notification and final college visits**

- All colleges will have notified you by now of their decision; in addition, financial aid packages should have been mailed to you.
- Attend “Accepted Student Days” at the colleges of your choice to help with decision making.

**BY MAY 1: Make your final choice**

- Weigh comfort level with each school, strength of college majors, financial aid, including expenses and loans that will be yours to pay back.
- Inform all colleges that accepted you whether you plan to attend or not.
- Bring a copy of your letters of acceptance to the Career Room Guidance Office, along with letters regarding scholarships earned so they may be listed in the graduation booklet.
- Send deposit to selected school.

**MAY – JUNE: Prepare for college but first finish senior year and exams successfully.**

- Colleges require final transcripts and they will expect that your senior year final grades are similar to your 9<sup>th</sup>–11<sup>th</sup> grades.
- Apply for a summer job so that you can earn some money for those college expenses, perhaps a job in the field of interest of the major you are considering. Check into college freshman survival skills information from the Career Room or Mrs. Phillips.