

TOP TEN FAQ FOR SENIORS

1. What does a **transcript** consist of and how do I get one?

A transcript consists of: 1) title, level, and final grades for all high school courses taken in grades 8 through 11; 2) current grades, if the transcript is requested after the quarter has ended; 3) standardized test scores for tests taken and reported to South Carroll High School (SCHOOL CODE 211005); 4) your current schedule, and 5) Grade Point Average and Class Rank (weighted and unweighted). **Most colleges require official test results, so we strongly suggest you send your scores to your selected colleges personally.**

To request a transcript, please complete the transcript request form available **from Mrs. Goodell in the Counseling Center**. The first three (3) transcripts are free; each additional transcript requires a fee of \$1.00. Please be sure to include any college forms that the Counseling Center needs to complete when you request a transcript. If you do not include these forms with your original request for a transcript and decide to send them at a later date, *please be aware that it will count as another transcript request*. Be sure to check your application and make sure you have requested everything you need from the Counseling Center. It is YOUR responsibility to mail your application and any application fees.

2. What is the difference between an official and an unofficial transcript?

An official transcript is embossed with the South Carroll High School seal. It can be sent directly to the college or place of business, or, **if requested to be hand-carried**, will be placed in a sealed envelope, marked "Unofficial if seal is broken" and given directly to the student. An unofficial transcript is marked "UNOFFICIAL" and does not bear a signature of a school official. Most colleges require official transcripts.

3. How much time should I allow for a transcript to be sent?

You should allow a minimum of ten (10) school days for a request to be processed.

Please pay careful attention to the deadline for each application and plan accordingly. Remember, when you are out of school for holidays or winter break, so are we.

4. How do I get **letters of recommendation**?

Letters of recommendation should be requested at least two weeks prior to the date you need them. Consider teachers, coaches, counselors, supervisors and members of the community who know you well. Provide them with a copy of the Student Credential Sheet, a typed letter requesting a letter of recommendation, the due date and an addressed stamped envelope to the college to which you are applying. **A thank you note is always appreciated.**

5. How do I find out about **concurrent enrollment, internships or job shadows**?

Internships, career-related work experience and job shadowing are part of Career Connections and handled by Mr. Karr whose office is in the Career and Tech Building. You may request an appointment with him by completing a request form available in his office. Concurrent enrollment starts with a parent-student-counselor conference. Request an appointment with your counselor and note it is regarding Concurrent Enrollment.

6. How do I apply for **scholarships** and other **financial aid**?

A list of current scholarships will be published in the school monthly newsletter which is available on-line at www.carrollk12.org/sch/counseling/scholarships. A copy of this list will also be available in your homeroom and the Counseling Center. Read this carefully and request applications from the Counseling Center for any and all for which you believe you qualify. Many scholarship searches are also available on the internet. Simply do a search for "college scholarship searches". Some of the more popular sites are www.fastweb.com and www.schoolsoup.com

In December, the FAFSA will be available on-line at www.fafsa.ed.gov. This form is required in order

to receive financial aid from the colleges to which you apply. Some private schools may also require the CSS Profile, which is available in the Counseling Center or online at www.collegeboard.com/prf/index.jsp

7. What **tests** should I take?

Most colleges will require some form of standardized entrance test. Both the ACT and the SAT are accepted by colleges. The SAT penalizes random guessing and places greater emphasis on reasoning. The ACT provides scores in four areas: Math, English, Social Studies and Science. There is no penalty for wrong answers. These tests must be taken before the end of the fall semester. (Community colleges have their own entrance tests. Contact the school to arrange testing). Register for the ACT at www.ACTstudent.org Register for the SAT at www.collegeboard.com

8. How do I get a **college application**? When should I apply?

Call or write to the Admissions Office of any college that you are interested in and request an application and current catalog. You may also apply on-line for many schools. Schools with rolling admissions usually begin accepting applications in October. Early Decision usually requires applications be sent prior to **December 1, 2011**.

9. How can I find out about colleges or technical schools?

Education is an expense but it lasts a lifetime. Be as careful about selecting a school as you would a new house or car. This school will be your home for the next four years. Do your research! Use the internet, peruse catalogs, talk to teachers, bosses, graduates and current students; attend the Continuing Education Fair (**DATE TBD at Carroll County Ag Center from 6:30 p.m. to 8:30 p.m.**); sign up to speak with college reps who are visiting at South Carroll and most importantly---visit the campus.

10. Can I still go to college if I did not take the foreign language option?

Of course you can. Most four year colleges will require you to have two high school credits in the same language, or they may require that you take foreign language classes as part of their program. Please check with your specific college or university.

Remember, you may be the best student, athlete, welder, singer, etc. but you must do the legwork to let people know who you are and what you can do. **You must sell yourself**. Your application is often the first thing the school or employer sees. Make it count - neat, clean, timely, and accurate.

These are some of the most frequently asked questions. Please feel free to schedule an appointment with your counselor in the Counseling Center for additional information at any time.