



THE KING'S ACADEMY

College & Academic Counseling

College Process Handbook



Mission

To equip students to discover and use their God-given gifts to pursue their life's calling and education with confidence and maturity.

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THE COLLEGE PROCESS AT THE KING'S ACADEMY

Overview

At The King's Academy, the college application process begins in earnest during the junior year, but everything that you do at TKA up until then lays the foundation as you journey towards self-discovery and growth. The knowledge you gain will guide your decisions of where to apply to college, and ultimately, where to attend.

Before junior year, college preparation is simple but important. You develop sound study skills, take appropriate courses that will grow and challenge you, and focus on the “core courses” of English, Math, Science, Language and Social studies. Also, you should pursue extra-curricular interests that are meaningful to you, whether at TKA or outside of TKA. Worry and being overly concerned about “what colleges want” can derail authentically valuable growth. Be yourself, and explore and grow your God-given abilities.

TKA’s College and Academic Counseling Center offers a comprehensive program that will equip you and your parents to approach the college application process with confidence. We offer a guest speaker series open to all TKA families, although some may have a specific grade-level focus. We welcome all students and their parents to take advantage of the wealth of knowledge these experts bring to our campus. Then, there are important grade-specific evening presentations from the Counselors providing specific information and suggestions on what you should be focusing on in your current year.

The King's Academy is a Christ-centered school that inspires academic excellence, servant leadership, and enduring relationships.

SERVICES BY GRADE LEVEL

Freshman Year

During your freshman year, you will be assigned a counselor who is available to assist you with academic concerns that may arise and answer any questions that you may have regarding current courses. In the second semester, your counselor is available to assist with course selection for the coming sophomore year. You will meet in small group tutorials with the counseling team. These tutorials are designed to introduce you to self-exploration materials that include learning-style inventories and general career exploration tools that are provided by TKA.

Sophomore Year

In the sophomore year, you and your parents will be invited for an individual meeting with your academic counselor. The counselor will create an individualized academic plan as well as discuss standardized testing, timetables, and preparation options. The sophomore year is a good point at which to review your extra-curricular activities and areas of potential growth for leadership and/or enrichment opportunities that might be beneficial to you. Beginning in the second semester of sophomore year, you will have the opportunity to attend visits to TKA by college admissions representatives.

Junior Year

In the fall, the counseling team will give you specific college-related assignments in either history or English classes. These assignments are designed to help us better understand you and to help you reflect on who you are, what you value, what your strengths and weaknesses are, and what you have to offer to colleges. We will also assign your parent(s) or guardian(s) a questionnaire to complete. They are asked to write about you and share anecdotes about you. This information is used for everything from course selection to creating a college list to writing recommendation letters.

Early in the second semester, you are assigned your college counselor who will advise you through your graduation from TKA. You will again have a private meeting with your counselor and your parent(s)/guardian(s). Our goal is to partner with you and your family, and have an open and productive discussion that will lead to the best options for you. At this meeting, we will discuss course selection for your senior year (hint: colleges care, very much, about your senior year courses). Your counselor will have reviewed the materials that you and your family have provided in advance of the meeting. This is a time to discuss the information you have provided in order to clarify and expand on it. The ultimate goal of this meeting is to construct an individualized list of colleges for you to consider. *Please review our mission statement at the beginning of this document for our philosophy regarding college admissions.*

As a junior, and continuing through the fall of your senior year, you will have the opportunity to attend informational meetings with the admissions representatives from many private, and some public, colleges and universities from across the country that visit TKA each year.

Senior Year

Senior year will involve college application workshops, college essay help, and one-on-one meetings with your college counselor. Your counselor can help you with refining (or expanding) your college list, developing a strong application, and strategizing the application process. We also can prepare you for college interviews, including conducting mock interviews. You can maximize this help by not waiting until the last minute, so we ask you to please schedule appointments well ahead of time. Once college admissions decisions are made, we can help you review your options so that you can arrive at a decision that best supports your goals and aspirations for college and beyond. Parents are invited to contact your college counselor with their questions.

APPLYING TO COLLEGE

Each college has its own personality, and, as a result, each college looks for different qualities in its applicants. However, overarching most admission committee decisions is the academic preparation an applicant presents.

The top criterion for college admission is academic performance. Colleges look for your preparation and potential to succeed. They expect you to challenge yourself by taking a strong program throughout high school and earning good grades. The most important credential that colleges use to evaluate your academic record is your transcript. It is important to keep in mind, however, that most colleges go beyond your academic data and consider many other factors.

Colleges want to see your commitment, dedication, and genuine interest in expanding your intellectual horizons. They look for curiosity and enthusiasm that will spark lively conversations in the classroom and beyond. They want to see the energy and commitment you bring to your endeavors, whether in class, at home, while being part of a church or community organization, during a performance, or on an athletic field. They want to see how you have grown as a student and as a human being.

The College and Academic Counseling team at TKA will help you identify those colleges that will allow you to continue to grow and explore, challenge you intellectually, deepen your talents and support you in your aspirations. Your college counselor will help you to develop a strong, authentic application that will allow college admissions personnel to come to know the real (and wonderful) you.

Transcripts and Curriculum

Your high school transcript is the first document that colleges review in order to determine if you have the preparation and ability to succeed at their college. Colleges expect applicants to pursue a reasonably challenging curriculum. You should consult with your TKA counselor, your teachers, and your parents as you construct a curriculum that is right for you, taking your outside responsibilities into consideration. Your goal should be to challenge yourself, but not overwhelm yourself. Chosen wisely, your high school courses will challenge you to develop your intellectual passions, but not overwhelm you with pressure. There is no magic formula for getting into college. Your college search, however, will be more likely to be enjoyable and successful if you have taken full advantage of the academic opportunities that TKA provides.

Overview of Required Curriculum

These course requirements and suggestions are based on stated admission requirements and recommendations from colleges across the country. Meeting or exceeding these guidelines does not guarantee admission to any specific college, nor does following a different academic approach necessarily mean you will not be admitted to college. You are strongly advised to review the admission requirements for colleges you are interested in, and to consult with your teacher, parents, and your College or Academic Counselor when planning your schedule or if you plan to drop a course. Colleges know that course availability and conflicting schedules can stop you from taking a specific course, and almost always prefer that you pursue a course of study that challenges you, allows time for outside interests and family, and introduces you to new topics. They also like to see the study of an academic interest in depth.

Required Curriculum at The King's Academy

Subject	TKA Graduation Requirements	UC/CSU Minimum Requirements	Highly Selective College Admissions
English	4 years	4 years	4 years
Math	Algebra 1, Geometry, Algebra 2	Algebra 2 minimum, 4 years recommended	4 years
World Language	2 years of same language	2 years required, 3-4 recommended	4 years
History	4 years, including U.S. History and U.S. Government	2 years, including U.S. History	3-4 years
Science	2 years of lab science comprised of: 1 yr. biological and 1 yr. physical	2 years required (see TKA requirement), 3 years recommended	4 years, including Physics
Visual & Performing Arts	1 year in a single arts discipline	1 UC-approved single arts discipline	At least 1 year
Bible	3 ½ years	none	none
Phys. Ed.	2 years	none	none
Technology	1 semester	none	none

Note: See specific "A-G" course requirements for the UC system at www.ucop.edu/agguide/a-g-requirements/index

STANDARDIZED TESTS

Standardized tests are just one component out of many that most colleges consider when evaluating your college application. In nearly every case, colleges place much more emphasis on your high school transcript, including the rigor of the courses you have taken, as well as the grades earned, than they do on your test scores. In fact, a national survey taken by the National Association for College Admission Counseling found that, on average, college admission personnel spend about 5 seconds to review your test scores. That is not to say that test scores are not considered (they are also often important for merit scholarship awards), but it does underscore that **your course selection and grades are more important. The way you think, your character, and how you choose to spend your time outside of the classroom all contribute to the strength of your application.**

There is an increasing trend in private college admissions towards going “test-optional.” When a college has made this option available, you can choose not to submit any standardized test scores. You need to discuss this option with your college counselor before you apply! We can help you discern whether it will help you, or hurt you, as an individual applicant.

There are two standardized tests that are accepted equally by all colleges in the United States: the SAT and the ACT. To learn about test dates and registration deadlines for these tests, see www.collegeboard.com and www.actstudent.com.

Brief Test Descriptions

The PSAT

The Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT) measures the skills that students have developed over time, including critical reading skills and math problem-solving skills, mirroring the areas tested on the SAT. Students at The King’s Academy are offered the PSAT in October of their sophomore year to gain important standardized testing skills and experience, and again in October of their junior year. PSAT scores are not sent to colleges and are not considered during the admission process. Scores from PSAT taken in the junior year, however, are used to determine eligibility for the National Merit Scholarship Program.

The PSAT has been changed, starting with students graduating in 2017. Instead of the old scoring system, 20-80 per section, the new PSAT will have scores ranging from 160-760. According to College Board, this will track with the SAT scoring, except that the SAT tests higher level concepts, and therefore, its maximum score is higher (800).

The SAT

The SAT has also changed, effective in March, 2016. Instead of a maximum total score of 2400, the SAT will only include math and critical reading and writing scores, with a maximum total of 1600 points. The new SAT has fewer, but longer, sections compared to its predecessor. It is now much more similar to the ACT. There is no longer a “guessing” penalty, there are only 4 possible answers for multiple choice questions, and the math section now includes trigonometry.

The SAT writing section is now optional, is 50 minutes long, and will be scored separately. At this point, it looks like some colleges will not require the writing section and some will. **TKA college counselors highly recommend that students take the optional writing test when they take the SAT.** This will keep your options open should a college that you add later require the writing score.

The ACT

The ACT assesses educational development and specific subject knowledge. The ACT is a multiple-choice test that covers four skill areas: English, mathematics, reading, and science. Each section will be scored from 1-36, (20 is the national average score). There is an optional writing section, which has been changed from years prior. The writing section scoring has changed from a single score reporting to an analytic reporting of four scores: ideas & analysis, development and support, organization and language use. As the vast majority of colleges require the writing section in order to accept the ACT, **we recommend that students take the optional writing section of the test.**

When to Test:

TKA college counselors recommend taking the SAT or ACT during the junior year, and having the option to retake either or both tests in September or October of your junior year. This may not apply to your particular situation, however, so please consult your college counselor before registering for any standardized test. **Please note:** there are no SATs or ACTs offered between the middle of June and the middle of September.

Score Choice:

Both College Board (SAT) and ACT allow students the option of choosing which scores they want to send to their colleges. For the SAT, you can indicate by test date which scores you want to send. You cannot choose a single section from an SAT, however; it is all 3 sections or nothing.

For the subject tests, you can choose by individual test, regardless of the test date. For the ACT, you must select a single test date, which is similar to the SAT policy. Because every college can set its own policy regarding what tests and scores they require, and we know that many of the colleges to which TKA students apply require that all scores be sent despite the score choice possibility, **we strongly recommend that students not withhold scores.** You should have all scores sent once you have determined your college list. The colleges will always consider your best test, but they want to review your testing profile as a whole. Your time is better spent on your class work and activities than on worrying about which scores to send and why.

SAT Subject Tests

Students take Subject Tests to demonstrate their mastery of specific subjects. The content of each test is not based on any one approach or curriculum but rather reflects current trends in high school course work. Tests are offered in English Literature, U.S. History, Mathematics Levels 1 and 2, Biology-Ecological or Biology-Molecular (students choose which track to take during the test), Chemistry, Physics, Chinese with listening, French/French with listening, German/German with listening, Modern Hebrew, Italian, Japanese/Japanese with listening, Korean/Korean with listening, Latin, Spanish/Spanish with listening.

Most Subject tests are offered six times a year and students can take one, two or three tests on a single test date. Each test takes one hour and consists of multiple choice questions, although some have different formats. Students may not take both subject tests and the SAT on the same day, so you need to plan with your TKA counselor to help determine test dates (and college application deadlines). Colleges that require Subject Tests ask for a minimum of two. **If you are thinking of applying to engineering programs, you should plan on taking Math Level 2 and, in many cases, physics or chemistry.** Although the UC system no longer requires subject tests for admission, some programs including engineering, often recommend Math 2 and a Science subject test.

You can check campus recommendations on the UC website:

<http://admission.universityofcalifornia.edu/freshman/requirements/examination-requirement/SAT-subject-tests/>

Subject tests should be taken upon completion of the course that best prepares you for a given test, since these tests are content-driven, and not tied to a specific year in high school.

TKA Courses and Taking Subject Tests

The TKA College Counseling Department recommends that our students take the SAT during their junior year, but it is better to take subject tests according to course completion rather than year in school. We recommend that students take Subject Tests according to the following course completion guidelines. In general, colleges that require subject tests usually require only two, but students are responsible for knowing the requirements of the colleges to which they intend to apply (in some cases, those colleges requiring subject tests will accept the ACT instead).

SAT Subject Test	TKA Course (recommended course completion)
Biology E/M	Biology/Biology Honors, Anatomy suggested, extra prep.
Chemistry	Chemistry with an A/Chemistry Honors, extra prep.
Physics	Physics with an A, Physics Honors with A or B, extra prep.
Literature	No sooner than the end of junior year with excellent English grades. May want to wait until Fall of senior year.
U.S. History	AP U.S History / U.S. History with an A
World History	Successful completion of AP World History
Math Level 2	Successful completion of Pre-calculus or Pre-calculus Honors
Modern Languages	Level 4 completed by end of junior year. NOT ALL languages are offered on all test dates. Listening is only offered at Nov. test date.

Students applying to engineering programs are recommended by many colleges, to take a subject test in either Chemistry or Physics AND Math Level 2.

Remember!

The student is responsible for submitting test scores from the testing services directly to the colleges. TKA does not place scores on the transcript nor do we report scores to colleges. Most colleges do not accept scores other than those “officially” reported through either Collegeboard.org for SAT or ACTStudent.org for ACT.

AP Exams

Advanced Placement (AP) exams enable students to demonstrate their competence in college-level AP courses through 3-hour exams given in May. These tests contain objective and written sections, and in the case of world languages, a listening and speaking section as well. The tests are scored on a scale of 1-5, with 5 as the highest, and 3 as the minimum passing score. Students with scores of 4 or 5 (in some cases 3) may be granted a higher course placement in college and/or some college credit, but credit is always at the discretion of the individual college and its AP policy. Scores are not designed for college admissions purposes, but may be used to enhance a student’s academic profile. TKA gives AP tests for the courses we offer, and students are required to take the AP exam for any AP courses taken at TKA.

Testing By Grade Level

Freshman Year:

Usually no standardized tests are needed. You should consult your TKA counselor if you are considering ending the formal study of a foreign language after 2 years, as doing so may affect your college choices.

Sophomore Year:

All sophomores will take the PSAT at TKA in October as practice. Sophomores enrolled in AP World History are encouraged to take the May subject test in World History if they have excelled in the course. No other standardized tests are usually recommended, with the possible exception of the subjects tests in May or June for Chemistry or Math 2 if you will be finishing Pre-Calculus Honors. In your family meeting with your College and Academic Counselor, your individual recommended standardized testing schedule will be discussed. If you have any questions, please contact your counselor.

Junior Year:

All juniors are recommended to take the PSAT in October (especially if they have a chance for commendation through the National Merit qualification process). Depending on your course preparation, we recommend taking the ACT and/or the SAT at some point during your junior year (testing for the academic year ends in June for both tests). The TKA College Counseling office does NOT recommend taking the SAT without some preparation outside of school. There are many test preparation options, including a free online option from Khan Academy.

Students should consider taking subject tests, but should also consult their TKA College Counselor before registering for any standardized tests. Please note that many engineering programs, including computer

science, require a Math 2 subject test, and some also require a subject test in physics or chemistry. A few highly-selective colleges may also require subject tests. Standardized testing will be discussed in your individual meeting with your college counselor, and you are always welcome to drop in the College and Academic Counseling Center to ask a question or schedule a meeting.

Senior Year:

If you're not happy with your scores, you can retake the SAT or the ACT in the fall of senior year, preferably no later than October. You can take subject tests in the fall as well, if needed (see the "TKA Courses and Subject Test" grid on the previous page). Keep college application deadlines in mind when registering for these tests, as in most cases the November test scores will not arrive in time for applications with deadlines in November or early December. We recommend taking the SAT and/or ACT with writing twice, and no more than three times. We recommend that students not exercise the "score choice" option, since an increasing number of colleges are now requiring disclosure of all test scores.

Test Preparation

Reading good literature, attentiveness in class, retention of material learned in school, and plenty of rest are, in the end, the best test preparation. That being said, additional test preparation can improve your standardized test scores, sometimes substantially. The first place to look for test prep is on the ACT or College Board (SAT) websites, both of which offer quite comprehensive materials and advice, including tips for taking the tests, sample questions, timed tests and test scoring. Khan Academy is expected to offer free, online SAT test preparation. You should also sign up for College Board's Official SAT Question of the Day (sat.collegeboard.org/practice/sat-question-of-the-day).

The value of test prep courses offered by for-profit companies and tutors depends on the motivation of the student, learning style, the individual tutor, the time available, parent support, and so on. Most test prep courses and tutors are expensive and require a great deal of time. The time required can have an adverse effect on the student's ability to do extra-curricular activities, earn good grades, and get enough sleep. It can also lead to an undue amount of emphasis and anxiety over test scores.

Questions to Ask When Considering Test Prep Companies and Tutors:

- Who are the teachers/tutors? How do you assign the teacher/tutor for my student?
- How long have they worked for you? How do you do background checks?
- What is the curriculum? Based on what? When is the curriculum revised?
- Will your method work? How well? What if it does not improve my student's score?
- How will we know when my student approaches his/her "score ceiling"? (When no amount of additional prep will have a significant effect on the score.)

Avoid:

- Anyone who gives a 100% guarantee of a specific number of points for improvement or anything that seems “too good to be true.”
- Any company that insists on signing you up for more than you need. For example, if you need only math or only verbal, why pay for both?
- Following the herd to the same tutor or company that “everyone” uses. Do your own research.
- Spending too much time on test prep or starting too early. Good test prep is usually 6-10 weeks in length and ends just before the test date.

Look for:

- A diagnostic test to help determine which test, the ACT or SAT, is best for you. There should be a balanced test curriculum: not too many testing gimmicks; teaching should include content as well as strategy. Keep in mind that no test preparation will work if you don’t invest time and energy into it.

Test Accommodations

Both the College Board and ACT may grant testing accommodations for students with learning differences, who have gone through the request process and provided all required documentation. It is the responsibility of the student and family to research those requirements and timelines and work with the Academic Support Center as early in the high school career as possible, or as soon as a learning difference is identified. **Please note that students who have received TKA testing accommodations are not automatically approved for College Board or ACT accommodations**, since these are two separate processes.

YOU ARE MORE THAN GRADES AND SCORES!

How you choose to spend your time when you are not in the classroom tells a college a lot about you. Describing what you love about these interests helps admission committees discover your potential contributions to the college community, and brings an important perspective for them to understand the full picture of who you are.

It is not about the number of activities you can list on an application. Depth of experience in one or two activities may demonstrate your passions more than minimal participation in five or six. The impact you have had at TKA, on a club, team, at church, or in the larger community, and the impact the experience has had on you are much more important than a lengthy resume.

Use the early years of high school to explore many interests and discover your passions and talents, and then focus on a small number in greater depth and commitment in your junior and senior years. Learn to choose among your interests rather than running the risk of burning out on all of them. **No college expects you to be all things to all people, and one of the greatest myths about college admissions is that you need to excel at everything.**

College applications usually ask if you have worked, either in the summer or during the school year. Many students work, but if you have not yet had a paid job, don't worry. Colleges do not have an expectation that you work. If you are on financial aid at a college, however, there will be an expectation that you earn some money during the summer, beginning in the summer after high school graduation.

Summer provides time for you to explore new interests and/or delve more deeply into current ones. As with school-year activities, summer commitments should not be about padding a resume, attending expensive national or international programs, or discovering the cure for cancer. Choose activities that excite you, that further develop your talents, or teach new skills. This may mean you will travel across the country or around the world, but can also mean staying home and riding your bike to work. If you have any questions about your summer, feel free to contact your counselor.

APPLICATION COMPONENTS

Teacher Recommendations

Most private colleges, and some public ones, require one or two recommendations from teachers who have taught you in the junior or senior years in one of the core academic subjects (English, math, science, foreign language or social studies). Ideally, a student should have one from English/foreign language/social Science and one from math/science. Some may accept evaluations from earlier grades and teachers from other disciplines, in unusual circumstances and with permission. The teacher recommendation lets your colleges know what you are like in the *classroom*, and what their faculty can expect from you as a college

student. Your teachers will write about your classroom participation, writing skills, preparation, attitude and approach towards learning, as well as your ability to meet deadlines, your integrity and your growth as a student.

Some public colleges/universities typically do not require recommendations, although there are exceptions (e.g., if they use the Common Application). Sometimes, a public college may request a recommendation as part of a verification process after a student has applied. In those cases, the colleges will contact the students directly. It is the student's responsibility to know and track the requirements for each school to which he or she is applying.

Selecting two teachers can feel daunting, but a few guidelines are helpful: choose the teachers who know the most about your performance in an academic setting, who have expressed positive comments about your work, with whom you have a solid relationship, and in classes where you have either excelled or made great progress after a difficult start.

Your TKA College Counselor will provide you with more advice and counsel, and will instruct you on how best to ask your teachers to write on your behalf. They will also let you know what information to provide to your recommenders and when. Please let them know if you make changes to your college list, and tell them when you have decided to attend your college. Above all, thank them for the extra time and effort they have put in to support your applications and you as a student!

Timing

Make sure to give your recommendation writers plenty of time—at least three weeks before letters are due—to complete and send your recommendation. The earlier the better. If you plan to apply early action or early decision to a college, you should request recommendations in August or September of senior year.

TIPS FOR ASKING YOUR TEACHERS FOR A RECOMMENDATION:

- Don't be shy. Teachers are usually happy to help you, as long as you respect their time constraints.
- Provide the materials you have received from the College Counseling Team to your teachers, and provide them with the deadlines for your applications.
- How you ask a teacher for a recommendation is subtlety important. "Would you be *willing* to write a recommendation for me...?" is the best way to pose the question.

The FERPA Waiver

On the recommendation form or on the online application, we suggest that you waive your right to view recommendation letters (the FERPA waiver). Although you are free not to waive your rights, we believe the letter is more credible to colleges when you do, and we want them to believe all the wonderful things that are being written about you!

TKA Counselor/School Recommendations

Colleges also want to hear from your TKA College Counselor, who will write about you in the larger context, not just in the classroom. We will draw from comments provided to us by your teachers, coaches, and administrators, as well as what we have learned about you through the college counseling process. We will also use information you and your parents have provided through your junior year college assignments and the Parent Response Form. The counselor recommendation is submitted along with the Secondary School Report (SSR), your transcript, and the TKA School Profile, which provides context for interpreting your courses and grades.

Optional Recommendations

Some colleges may allow you to submit additional recommendations from people outside of The King's Academy. These might be from a coach, an employer, your pastor, or even a peer. Additional recommendations can be helpful if the person writing on your behalf knows you well AND can present a different aspect of you than your teachers and your TKA College Counselor.

Additional recommendations are NOT helpful if 1) the college has specifically stated they do not accept additional letters, or 2) the person writing the letter does not know you well. Remember, it is not about who you (or your parents) know, but how that person knows you. A letter from a famous or influential person who does not know you is not helpful, and colleges often view such letters as acts of desperation or manipulation; they are not well-received.

Please consult with your TKA College Counselor before asking someone to write an additional/optional recommendation for you.

Essays

The college application essay, sometimes called the Personal Statement, allows you to distinguish yourself from other equally qualified applicants. Through your own writing, in your own voice, you are able to speak to the admissions committee. This is your best opportunity to let them know who you are, what you value, how you think, what you think about, and what you would bring to their campus.

The strongest essays are those where the student's genuine voice stands out. You should resist the urge to "package" yourself in order to come across in a way you think a college wants. Colleges want to discover who you really are. Attempts to second-guess the college or package yourself simply blur a college's understanding of who you are. It is best to be completely yourself.

At The King's Academy, the junior year English teachers will begin helping you draft an essay(s) about what interests you, what has affected you most, or how you look at the world. A good college essay requires that you write reflectively. It will, almost always, require several drafts, which should result in satisfactory answers to the following questions:

- What has the reader learned about me through this essay?
- Did I convey my enthusiasm and passion?
- What impression did I leave with the reader?

- Is this who I really am?
- Could another person have written this or is it uniquely mine?

It is perfectly fine to ask a friend or a parent to read your essay and ask them if the essay reflects the “you” they know, and if what you have written is clear. And, of course, you want to work with your TKA College Counselor to make certain you are presenting yourself authentically and effectively. **Remember: the essay needs to be YOUR work, YOUR thoughts, and YOUR voice.**

College Supplements

There are two basic supplements to a college application. One is the supplemental essay(s) to the institutional or Common Application that many colleges require, and the other is an institutional or Common Application arts supplement. Not all colleges accept art supplements, so it is your responsibility to research whether or not any of your colleges do.

The required supplement to the Common Application allows colleges to ask additional questions not covered in the basic application so they can know you better as a candidate and whether you would be a good “fit” for their college. Each college can create its own supplements. The supplements require time and care, so resist the temptation to complete them hastily. The supplement is often where admission committees learn the most about you, why you are interested in their particular college, and where you can emerge (or not) as a compelling candidate.

The second type of supplement is the arts supplement. The arts supplement is for visual and performing artists who have achieved at a high level and want colleges to review their portfolios or auditions as part of the admission process. You should always review the submission requirements well in advance, as it can take considerable time and outside assistance to gather all of the required pieces for the arts supplement.

Supplementary Materials

Individual college supplements should not be confused with “supplementary materials” such as newspaper clippings, videos, recital programs, and so on. Students and parents often think that the application will be enhanced by such items, when in fact most colleges do not review them or even file them with your application. If a college states it does not want such materials, do not send them. If a college suggests it will accept them, be judicious in what you send, as “less is more” in such instances. Consult with your TKA College Counselor before submitting extra materials.

THE “COALITION APPLICATION”

The Coalition for College Access has recently introduced an application that it hopes will eventually rival the Common Application (which is used by over 800 colleges and universities). The Coalition Application will be accepted by approximately 80 colleges, but for now, only two schools, the **University of Florida** and the **University of Maryland** will require the use of the Coalition App for admissions for the high school class of 2018. Our recommendation for students in the graduating class of 2018 is to use the Common Application where possible. The website for the Common Application is www.commonapp.org.

COLLEGE APPLICATION DEADLINES

Early Decision (ED)

Under this application option, students make a commitment to a first-choice institution where, if admitted, they will enroll. Applications are typically due around November 1, and students learn of their decision before January 1. Some qualified candidates might be deferred to Regular Decision for consideration in the standard admissions cycle, and some will be denied. If that is the case, students may, and should, apply to other colleges. Once a student is admitted through Early Decision, s/he must withdraw all applications to other colleges. Please notify your TKA College Counselor as soon as you receive an early decision acceptance.

Many colleges now offer an Early Decision II option, which is generally used by students who were denied regular early decision, and now have a second “first choice” college. Again, see your TKA College Counselor if you think this may be a good option for you.

Early Action (EA)

Students may apply early, usually by November 1, and receive a decision well in advance of the institution's regular response date, usually by January 1. They are free to apply to other Early Action colleges as well as regular and rolling decision colleges, whatever the decision, and have until May 1 to decide which college to attend.

Restrictive Early Action (REA)/Early Action Single Choice

Students apply to a college that they are highly interested in by an early deadline, often November 1, and receive a decision early, usually before January 1. Students are restricted from applying ED, EA, or REA/EASC to other institutions, with some exceptions (i.e. UCs and CSUs, which have application deadlines of November 30). If offered admission, they are under no obligation to enroll, and have until May 1 to confirm. Some qualified candidates will be deferred to Regular Decision for consideration in the standard admission cycle, while some may be denied at this time. In both cases, students are then free to apply to other colleges.

Regular Decision (RD):

Students submit an application by a specified date, typically a date from December 15-January 15, and receive a decision in a clearly stated period of time, usually before or on April 1. Students have until May 1 to reply to offers of admission.

Rolling Admission

Institutions review applications as they are submitted and make admissions decisions throughout the admission cycle. Applications close when the incoming class is full, which may be at any point through the admissions cycle.

Universal Reply Date

Most colleges in the U.S. require admitted students to reply to an offer of admission (whether yes or no) **by May 1**. Many colleges require a deposit with a commitment to enroll. Students may deposit at only one college, but may remain on another college's waitlist as well. Please note: submitting your deposit late may mean the loss of your spot at the college of your choice.

Interviews

Many colleges offer informational interviews to get to know you better, to tell you about the college, and to answer your questions about the college. Other colleges require or “highly recommend” interviews, either at the college campus or in your local area, and use them to evaluate you as a candidate. If you are applying to a college that requires an interview, be sure you know how to schedule the interview, learn if there are any early deadlines for submitting an interview request, and ask if you will be interviewing with an admissions officer or an alumni volunteer.

Use the interview as an opportunity to let the college know about your strengths, your interests, your personality, and what you have to offer the college community. It’s also your chance to discuss special circumstances, if any, such as a fluctuation in grades, an illness, or an outstanding accomplishment.

While interviews tend to be less formal these days, keep these points in mind:

- Arrive a few minutes early, do not risk being late.
- Don’t chew gum or candy or bring food.
- Wear nice, neat casual clothes. No sweats or jeans with holes.
- Speak politely, and use proper English.
- Be confident, but don’t become boastful.
- Always tell the truth; even exaggerations may come back to haunt you.
- Don’t respond with a mere “yes” or “no”; elaborate on your answers.
- Have some questions prepared for your interview. Research the college so you will have questions that cannot be easily answered by looking at their website.
- Make eye contact, and smile.
- **Turn off your phone before going into the interview!**

Practice Interviews

If you are concerned about interviewing, ask your TKA College Counselor to do a mock interview with you. You could also ask a family member or friend to practice with you. Remember, the interviewer is not trying to trip you up; they sincerely want to learn about you.

Anticipate Questions

The questions asked by interviewers can seem very similar from one college to the next.

Here are a few basic questions that come up fairly often:

- Why do you want to attend our college? What courses have you enjoyed most in high school?
- Are your grades an accurate reflection of your potential?
- Which of your activities is most rewarding and why?
- What books (outside of school) have you read in the last year?
- How did you spend last summer?
- What is the most difficult situation you have faced?

Remember, it is much better to be honest than to come across as inauthentic.

Courtesy

Greet your interviewer with confidence and thank him or her when the interview has ended. It is also always a good idea to send a thank you note or email afterwards.

A Note to Parents

This is your son or daughter's interview, so allow him or her to go into the building and greet the interviewer by him/herself. If they need a ride to the interview, drop them off and agree to meet 60 minutes later somewhere. If the interview is at the college and you are there as well, it might be a good time for you to explore the bookstore or grab a beverage somewhere close by.

Campus Visits

A campus visit is the best opportunity to get a firsthand view of a college. Visits are also a great way to show "demonstrated interest," an increasingly important aspect of the college application process these days. A college view book or website can show you only so much. Campus visits may not be a possibility for every family, but it is very beneficial to visit some of the schools that you are most interested in attending. It is helpful to consider in advance how much time and resources your family has to devote to campus visits and plan your schedule wisely. If you can only visit one time, save your visit until you have been offered admission and then visit.

You can also use local resources, even if you are not considering any of the colleges in the immediate area. You might be surprised what you learn when you visit, and even add a local school to your list. You will also learn how to make the most of a college visit when you finally do make those trips outside the region.

Get Answers to Your Questions

A visit gives you the chance to talk to students, faculty, and financial aid and admissions officers. You can get answers to your questions, such as:

- Are most classes taught by professors or teaching assistants?
- Are the professors accessible to undergraduates?
- What is the social scene like?
- What percentage of students go home on weekends?
- What internship opportunities are there?

Pick up any official school material you see, such as financial aid forms. Don't forget to pick up business cards, too, so you will have a real, live contact if you have a question about admissions or financial aid, and a person to write a thank you note to later.

Student-produced material will give you a sense of what campus life is really like. Look around for newspapers and activity calendars. Check out bulletin boards to see what parties are advertised, internships are posted, and generally what the day-to-day energy of the place is. Don't be shy about initiating conversations with students and faculty.

How to Schedule a Visit

Many colleges use online registration for campus visits, while some colleges will accept or even prefer phone reservations, so check the website for each college.

Pick a time that's convenient for you and your family, but try to go when the college is in session if at all possible. That way, you can sit in on a class or possibly stay in a dorm overnight. (Colleges rarely allow dorm overnights on weekends, and some don't offer them at all.) You will get a much better feel for the campus if you visit on a day when classes are in full swing. Many colleges will offer additional sessions in the summer months, too, to accommodate families' summer vacations. If an interview is suggested, be sure to make an appointment. Also, consider meeting with a financial aid officer, if that is a concern for you.

Don't worry if you can't visit while classes are in session, but do keep in mind that the campuses won't feel as vibrant when all of the students are not there, and you may not get a true sense of the place. Try not to let that affect your opinion of the school unfairly. Visiting even when classes are not in session is better than not visiting at all. Perhaps you can go back at another time, if the college remains on your list and you are offered admission.

In some cases, you will be able to visit two colleges in a day, but don't forget to allow for traffic (and getting lost). Include some of the lesser-known colleges in an area that you are not considering at this time. It's a great means of comparison, and you might be pleasantly surprised!

Parents: You will certainly be welcome to accompany your child on the campus tour, and the admissions office may also welcome you at a group information session. Your support is important to your child, but it is very important that he or she be able to explore by his/her self. If you're traveling as a family, you should plan to occupy other family members with alternative activities while your college-bound student explores the campus in depth. Remember that prospective students should be at the front of the tours, with the tour guides, asking questions; not the parents.

Get Organized Before You Go!

Have a list of standard questions with you when you visit, and a notebook in which to capture your thoughts for each school, with a separate page for each college. Put down the name of the college and the date and time of your visit, and any other pertinent information well before you go; otherwise, you may forget to do this in the rush of getting to campus and finding the building where your visit starts. Take pictures, so you can remember what you saw. (After a while, the colleges can blur in your mind.) Your notes and pictures will help to remind you what you learned and what your impressions were.

Research the College

Research the college before you arrive on campus, especially if you have an interview scheduled. Some colleges offer informational interviews instead of group information sessions, some colleges include the information session in the tour, and offer a conversation with an admission officer as an option. Some colleges require interviews, which are usually evaluative in nature. Know before you go!

Spend some time browsing the college's website to answer many of your questions before you go. It does not make a good impression when you ask questions that a brief perusal of their website would have answered.

Make a list of what college characteristics are the most important to you, so you know what to look for when you arrive. Use your list of preferences, likes, dislikes, concerns, etc., as a checklist for each visit, and try

to enter a thought about each characteristic after every campus visit, so when you get home you have a solid basis for comparison.

Is This College Right for You?

You may discover, after visiting a college, that some of the qualities you thought were vitally important to you no longer are, and that other aspects of a college begin to gain importance in your search. Listen to your inner voice, gut feeling, or intuition.

- Do you feel comfortable walking around the campus?
- Do you “click” with the students and faculty?
- Can you change your major, study off-campus, explore the curriculum before deciding on a major?
- Will the classes be taught by professors or graduate students? Does it matter?
- Are classes taught in a way that supports your learning style?
- Do you feel “at home” here?

Look back at your notes. Re-evaluate what you consider to be the most important aspects of your college. See if there are some common threads across the various colleges, both what you liked and what you did not. Using that information, you can expand your college list to include other schools you had not considered before, and remove those colleges that did not end up being the fit you are looking for. Feel free to bring your notes with you to a meeting with your TKA College Counselor, so you can get some input on your next steps.

TIPS FOR ATHLETES

Students who have been active in athletics throughout high school may want to continue playing sports in college, and could base their college decisions on the availability of a strong athletic program and their eligibility to play their sport at a particular college or university. On the other hand, some student-athletes may decide that they want to play at the club or intramural level in college, and will search for colleges where there are excellent facilities and opportunities for the non-varsity athlete.

If you are hoping to play at the varsity level, you will want to understand the differences between NCAA Division I, II, and III, and will need to learn about NCAA requirements and restrictions regarding the recruiting process for D-I and D-II sports. Top athletes should consult with their coaches about their talent level and the types of programs they would be successful in, and they should talk to their TKA College Counselor early in the junior year about registering with the NCAA Eligibility Center and reviewing your course selections compared to requirements for NCAA eligibility.

For a comprehensive overview of the NCAA Divisions, and to understand your academic eligibility requirements, review the Guide for the College-Bound Student-Athlete at www.ncaapublications.com.

Here is a summary of the steps you should take in achieving eligibility:

Freshman and Sophomore

- Start planning
- Work hard to develop your athletic skills
- Work hard to earn the best grades you can.
- Learn how to balance school and sports.

Junior

- At the start of the school year, register with the NCAA Eligibility Center.
[\(https://web3.ncaa.org/ECWR2/NCAA_EMS/NCAA.jsp\)](https://web3.ncaa.org/ECWR2/NCAA_EMS/NCAA.jsp)
- Continue to work hard to get the best grades possible and to develop your athletic skills. Do your best to stay healthy!
- Submit a request to the TKA Registrar's Office to send your official high school transcript to the Eligibility Center at the end of the school year.
- Register to take the ACT and/or the SAT in the winter, and have your scores sent to the Eligibility Center, using the code 9999.
- Contact coaches at the colleges you're interested in; provide them with an athletic stat sheet and video.

Senior

- Continue to communicate your interest to coaches. For most sports, coaches can begin to contact you on July 1—please check with the NCAA Eligibility Center for your sport.
- Be honest and clear with coaches regarding your level of interest.
- Take the SAT and/or ACT again, if necessary, and have your scores sent to the Eligibility Center (see above).
- Make official visits to campuses, if invited and interested.
- Commit/apply in the fall to the program of your choice.
- Continue to work hard to get the best possible grades. Stay healthy!
- Submit a request to the TKA Registrar's Office to send your official final transcript to the Eligibility Center as proof of graduation.

TIPS FOR VISUAL AND PERFORMING ARTISTS

Students who are blessed with noteworthy talent in music, art, drama, and/or dance should consider enhancing their applications with auditions or portfolios. Most colleges will accept such supplements, and many have specific guidelines for doing so. Whether you are submitting the standard Common Application Arts Supplement, or something specific to a given college, it is the student's responsibility to know and follow all submission or audition guidelines, requirements, and deadlines.

Students with extraordinary talent and passion for the arts may decide to major in the arts in college. If considering this, it is important to understand the different types of degrees offered, and to research the many colleges that grant professional degrees in the arts. These degrees include the Bachelor of Fine Arts (BFA in art, dance, drama) and the Bachelor of Music (BM in music, music composition, music composition and theory, etc.). BFA and BM degrees typically require that 50-75% of the coursework be taken in the

specific artistic discipline and related arts, while an art major (or music, or dance, or drama) with the Bachelor of Arts or Science degree will require only about 30% of the courses be taken in that area, with the rest taken from across the academic disciplines.

Some colleges also offer double degree options, usually five years to earn both the BFA or BM degree and the BA or BS degree in another, unrelated academic area. Most colleges will have theater programs and music ensembles open to non-majors for those wanting to participate in some fashion but not majoring in the arts.

Resources:

NACAC Performing and Visual Arts Fairs: www.nacacnet.org/college-fairs/PVA-College-Fairs/Pages/default.aspx

National Portfolio Day: www.portfolioday.net

Slideroom: www.slideroom.com

FINANCIAL AID AND SCHOLARSHIPS

Many families find the financial aid process overwhelming, or assume they will not qualify for need-based financial aid, or do not understand that private colleges oftentimes are less expensive than public universities once financial aid is factored in. If you find yourself in one of these categories, read on! The TKA College Counseling Center offers an informative Financial Aid Night every year for juniors and seniors and their parents. We encourage all families that think they will need financial aid in order to send their child/children to college to participate in this program to learn the basics about the aid application process, what colleges provide, what forms are required, and how to plan in advance for the cost of a college education.

Financial Aid 101

College costs continue to rise at schools across the nation. Fortunately, financial aid budgets have also grown. There is certainly competition for these funds, and you may wonder whether you will even qualify. The only way to find out is to apply for aid.

Mandated by federal law, every college website now has a financial aid calculator that will project what amount of aid you might expect to receive at that college.

Stated simply, financial aid comes in two basic forms: 1) Need-Based Financial Aid and 2) Non Need-Based Financial Aid (or Merit Aid). The former depends on your family's ability to pay; the latter is more frequently tied to academic, athletic, artistic, or some other college-defined achievement or ability.

Cautionary Note:

*If you remember only one thing about financial aid and scholarships, it is this: **Never pay** any person or organization or website vendor to do a scholarship search for you, or to fill out financial aid forms and applications for you. More often than not, such "services" are scams, despite how "official" their materials might look. There is a wealth of free information and search sites available to you. When in doubt about any program, ask us before making any commitment.*

Need-based financial aid is determined by a "Federal Methodology" developed and approved by the U.S. government. The FAFSA (Free Application for Federal Student Aid) is the form you must submit in order to determine the amount your family (parents and student together) can contribute to the cost of college. It reviews your assets, income, and other financial and biographical characteristics, such as age of older parent, number of children in college at the same time. This amount that results is known as the Expected Family Contribution (EFC) and does not vary, regardless of the costs of different colleges.

Many private colleges and universities also require families to submit either the CSS Profile or a college-generated form, both of which seek additional information about your family's financial situation. The colleges then use their own "Institutional Methodology," in combination with the Federal Methodology, to determine what your *revised* Expected Family Contribution (EFC) will be at their institution.

To calculate your need, each college or university will take the total cost of attending their school, which includes tuition, room and board, fees, travel, books, and miscellaneous personal fees, and will then subtract your EFC from that budget. The result is your family's "Demonstrated Need" at that specific college.

The equation is:
Cost of Attendance - Expected Family Contribution = Demonstrated Need.

Some colleges will commit to meeting a family's full demonstrated need all four years, whether that need increases (e.g., another student enters college) or decreases (e.g., family wins the lottery). Other colleges will meet as much need as their endowments or financial aid policies allow, leaving families to fill in the remainder through other sources. (This is sometimes called "Gapping.")

The financial aid offer is known as an "Award Package," whether that aid comes from 1) the federal government in the form of loans and work ("Self-Help") and/or grants ("Gift Aid"), or 2) the college you are attending, also in the form of work, loans, grants, and scholarships. Grants may be federal or institutional, but are essentially "free money"; you are not expected to pay the money back. College work/study or some form of campus employment is frequently offered as well, as colleges expect students to contribute to the cost of their own education. Loans may be offered to the student and even to the parents, whether subsidized by the federal government or not. Some of these loans include the Federal Stafford Loan, the Federal Perkins Loan, and the PLUS Loan.

It is always important to review the Total Cost of Attendance to determine if all anticipated expenses have been included (sometimes they are not, so comparing aid awards can be more difficult), and to see what the balance of Gift Aid to Self Help Aid is. Consult your TKA College Counselor if you have questions about your aid award. We highly recommend that you DO contact the financial aid office at your colleges for further explanation and verification of accuracy.

Remember:

In applying for financial aid, families work with each college individually, and it is critical that all deadlines are met. You need to check with each school to learn what is required to apply for financial aid and when. It is important to remember the following:

There are two "universal" dates for financial aid:

- 1) The FAFSA should be filed in the fall of the senior year; and
- 2) The **Cal Grant GPA Verification Form** for students applying for aid for California schools must be submitted no later than March 2. At The King's Academy, the Registrar submits the Cal Grant GPA Verification form for all seniors.

As long as you and your parents have completed the FAFSA, there are no steps for you to take beyond to apply for Cal Grant qualification.

Forms to Complete

FAFSA (Free Application for Federal Student Aid)

An online form from the federal government required of all aid applicants at both public and private colleges and universities.

New for 2016-2017:

Beginning with students graduating in 2017, the **FAFSA** will be available in the fall of senior year. Unlike past years, the FAFSA will now use “**Prior-prior**” tax year information. For example, instead of using income information from 2016 for 2017 graduates, FAFSA will use income information from 2015. Because of this, the FAFSA filing period will begin on October 1st. We recommend that our students and families fill out both the FAFSA, and, if required, the CSS profile in October, since we are anticipating this change may result in earlier financial aid information from the colleges.

CSS Profile

An online financial aid supplemental application found on the College Board website, required by many private colleges and universities, in addition to the FAFSA; usually available online in October of your senior year; there is a fee to submit the CSS Profile; the College Board automatically awards fee waivers based on the information you provide on the form. Deadline: Check the requirements of each college; Early Decision applicants will have to submit this in the fall, usually by November 1.

GPA Verification Form

Required if you are applying for need-based aid at any college in California, under the Cal Grant program. TKA’s Registrar will file this form on your behalf before the deadline, which is March 2nd. You will also need to submit the FAFSA to be eligible for this grant.

SAR

You do not have to complete this form, since The Student Aid Report is sent to you after your EFC has been determined using the information submitted on the FAFSA; this indicates only what Federal Aid you might be eligible for, not what a financial aid award might look like, which will vary college by college.

Resources

- The CSS/PROFILE Financial Aid Application: <http://student.collegeboard.org/css-financialaid-profile>
- FAFSA-Free Application for Federal Student Aid: <https://fafsa.ed.gov>
- Overview of Federal Student Aid: <https://studentaid.ed.gov>
- FastWeb Scholarship Search: <http://www.fastweb.com>

WHAT ABOUT INDEPENDENT (OUTSIDE) COLLEGE COUNSELORS?

College Counseling Services TKA Offers Students

Most TKA students do not need the services of an independent counselor. The professional experiences and training of TKA's College Counselors, combined with the support of the administration and faculty, ensure that our students are receiving personalized and accurate guidance tailored to the individual student throughout the college search process.

Comprehensive college counseling resources are included in The King's Academy tuition. At TKA, the student to counselor ratio for our seniors is 50:1. We have three full-time College Counselors plus academic and support staff dedicated to working with your student throughout the college process. Our staffing level allows us to meet 1:1, on an as needed basis, with every junior during the spring semester and every senior throughout the fall semester. In addition, we have extensive experience working with students with a variety of special circumstances, whether learning differences, athletic recruitment, or the visual and performing arts process. We also engage in ongoing professional development that keeps us fresh and knowledgeable about the college admission landscape.

The King's Academy Counselor is your student's primary and best-resourced advocate in the college application process. We can function in a way that independent counselors cannot: we have full access to school records, teachers, coaches; when a college has a question about an applicant we are the ones contacted; we write the counselor recommendations that most colleges require; we know TKA, its students, and TKA's applicant history; and we have the ears of college admission officers throughout the country.

We will keep your student informed about due dates, and we will meet and communicate regularly and often with the students about upcoming major events connected to the college process. However, in keeping with our counseling philosophy regarding empowerment and developing decision-making skills, we will not "nag" or track down or complete work for any student.

The Role of an Independent Counselor

We know there are professional and skilled independent consultants who serve an important educational role for students who do not have access to adequate college counseling resources in high school. The profession of independent counseling came into existence as the result of inadequate counseling resources at public high schools. In California, the average student: counselor ratio for seniors is 212:1 (2010-11 data).

But, particularly in affluent areas, independent counseling can be a very expensive commitment for parents, often resulting in little beyond what the school's college counselor can do.

Before you sign a contract with an independent college counselor, please

- Let your TKA College Counselor know about this, and grant us permission to communicate with the independent counselor you employ.
- Carefully review the resources and recommendations of the Independent Educational Consultants Association (IECA).

Some Words of Caution in Working with Independent Counselors

- We do not want your student to feel that s/he must keep it secret that s/he is working with an independent counselor. Employing an independent counselor will not hurt our feelings, nor will it cause us to work with your student any differently.
- However, it can make your student feel uncomfortable if s/he receives conflicting advice from her TKA College Counselor and the outside counselor.
- Time spent with an outside counselor should not mean less time spent with your student's TKA College Counselor. We still need time to get to know your student well and for your student to cultivate a relationship with us. Remember, we write the school counselor recommendation that most colleges require.

In the end, we want God's best for your student, taking into account his or her unique talents, skills, gifts and personality. Students must be given the space and responsibility to own this process. The college process is an educational journey for your student, one which will teach how to research, make choices, come to a deeper understanding of his/her self, develop life-long skills, and attain a well-deserved sense of pride and accomplishment when he/she is offered admission and selects where to enroll in the fall.

No college counselor can guarantee a specific outcome, but we will make every effort to provide your student with the best information and attention possible.

Counseling Resources:

- National Association for College Admission Counseling, www.nacacnet.org
- Independent Educational Consultants Association, www.iecaonline.com
- Higher Education Consultants Association, www.hecaonline.org
- American School Counselor Association, www.schoolcounselor.org

Application Systems:

- The Common Application: www.commonapp.org
- The Coalition for College Access: www.coalitionforcollegeaccess.org
- The UC System: www.universityofcalifornia.edu/admissions
- The CSU System: www.CSUMentor.edu
- The Unified Application for Conservatory Admission: www.unifiedapps.org

COLLEGE APPLICATION PRESENTATION HIGHLIGHTS

University of California Application

www.universityofcalifornia.edu

One application is used for all nine campuses. Each UC has its own website as well.

Freshman Application Tips and Tools

Research Majors: <http://admission.universityofcalifornia.edu/how-to-apply/check-majors>

Most Recent Admissions Rates: <http://admission.universityofcalifornia.edu/campuses/>

Important Pointers:

- Pick one email address and stick with it throughout the process.
- Follow the directions!

NOTE: SAT/ACT scores must be sent by you! You only need to send to one campus—they share.

Comprehensive Review Process:

<http://admission.universityofcalifornia.edu/freshman/how-applications-reviewed/index.html>

Statement of Integrity:

<http://admission.universityofcalifornia.edu/docs/StatementOfIntegrity.pdf>

Start Application Here:

<http://admission.universityofcalifornia.edu/how-to-apply/apply-online/>

UC Personal Insight Questions:

<http://admission.universityofcalifornia.edu/how-to-apply/personal-questions/freshman/>

YouTube Presentation: www.youtube.com/watch?v=adw4RHu6f0I

UC Santa Barbara Presentation: www.youtube.com/watch?v=lYQoZgtYw-A

The Facts of the UC Application Process:

- **No Counselor Recommendation is sent, unless specifically requested** by the campus.
- **No Teacher Recommendation is sent, unless specifically requested** by the campus.
- **No Transcript is sent.** Grades and courses are self-reported, *BUT they will verify* with all students who are admitted and choose to attend a UC.
- Use your 4 personal insight questions to show the UCs who you are beyond your data!

The Common Application

www.commonapp.org

Create an account, and add your Common Application colleges.

You Will Need:

- A copy of your high school **transcript**.
- Your **resume!** Provide an accurate list of activities, work, and any family responsibilities.
- Test scores and dates from the ACT/SAT. **NOTE: You must still send your scores from the testing agency directly to your colleges.**
- Parent/legal guardian information.
- Academic honors and achievements.

Common Application Essay Prompts:

www.commonapp.org/whats-happening/application-updates/common-application-updates/common-applicationannounces-2016-2017-essay-prompts

The FERPA Agreement:

In a nutshell, the FERPA Agreement requires the student to waive or not waive the right to see any recommendation letters submitted to the college he is accepted to and will attend. The consensus among college counselors is that it is better to waive your right; however, it is up to you to decide. If you have any questions about this, please speak with your counselor.

You must sign the FERPA in your Common Application and link to it in Naviance before any recommendations can be sent on your behalf. **Your Naviance account will link with the Common Application via the FERPA.** The FERPA link is found under “Colleges I am Applying to” in Naviance.

Components of the Common Application:

- Your **Online Application**, which includes:
Your ESSAY and any Supplemental Essays (college-specific)
- Two **TEACHER RECOMMENDATIONS** from core ACADEMIC subjects:
 - One teacher from English, history or foreign language
 - One teacher from math or science
 - Choose teachers from junior and/or senior year if at all possible.
- **COUNSELOR RECOMMENDATION LETTER, TRANSCRIPT, School Report and TKA's profile**
(sent together)

The envelope system keeps everyone organized!

- The **COUNSELOR ENVELOPE** is your official request for the Recommendation, Transcript, School Report and Profile to be sent to the colleges you specify.
- The **TEACHER ENVELOPES** are your official requests for the Teacher Recommendations to be sent to the colleges you specify.

California State University (CSU) Application

www.csumentor.edu

Webpage becomes "live" on October 1st. Application period ends November 30.

Check out majors at: <http://degrees.calstate.edu/>

Explore campuses at: <http://odp.csusuccess.org/campuses>

Important for CSU Applications:

- The student must accurately report coursework and grades in the online application.
- Our Registrar's Office will be sending a current transcript by mail to your home address.
- Check the transcript for accuracy, and notify Mrs. Squires in the Registrar's Office if any corrections are needed.
- USE the transcript to report your courses and grades; do not rely on your memory.
- CSU does NOT want a transcript sent with your application.
- MONITOR your email account for any request for a current transcript, which can happen at any point between submission and the spring.

The Coalition Application

<http://www.coaltionforcollegeaccess.org/>

This is a new application method launched for the 2016/17 application period.

While many colleges are saying they will accept the Coalition Application, only two (2) are Coalition exclusive:

- University of Florida
- University of Maryland

At this time, we **STRONGLY RECOMMEND** using the Coalition Application ONLY for the two universities listed above.

Application Deadlines

California

- ✓ CSU (California State Universities): **November 30**
- ✓ UC (University of California): **November 30**

Private and Out-of-State Public School General Deadlines

- Early Action (Non-binding): **November 1st or 15th**
- Early Decision (Binding): **November 1st or 15th**
- Early Action, Single Choice: **November 1st or 15th (Only 1 EASC application permitted)**
- Regular Decision: **January 1st or later**
- Rolling Admissions: **No official deadline**—admissions will close when class is filled.

CAUTION... DEADLINES MAY VARY!

**There are schools that have earlier deadlines for early action, regular decision, and/or scholarships.
It is the student's responsibility to check college websites to confirm deadlines.**