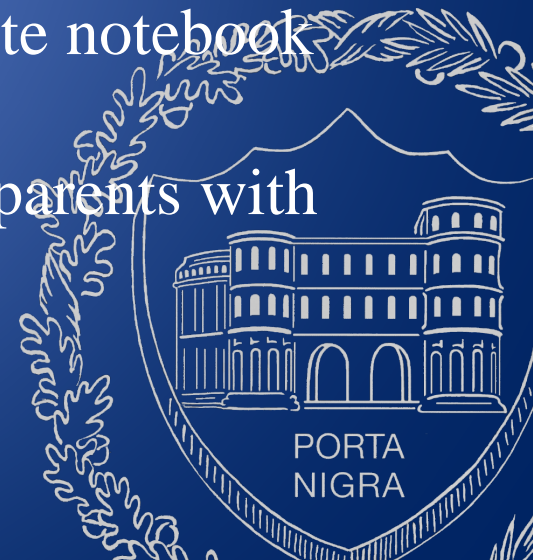


New Trier Township High School
Post-High School Counseling
Office

College Application Processing
Information for
New Trier's Class of 2016

Welcome to senior year!

- Purpose of this program
 - Present the nuts and bolts of the college application procedures and policies
 - Provide handouts as helpful guides
 - Update on Common Application and certain universities
 - Review senior application timeline, deadlines
 - **Everything** tonight is included in the white notebook from junior parent meetings
 - Monthly newsletters sent to students and parents with appropriate updates



Parent role

- Talk about parameters
 - Financial safety schools
 - Location, size considerations
 - Designate weekly meeting time regarding college



Post-high school counseling office philosophy is *student* centered

- Goal is to put the *student* (*not the parent*) in charge of his or her own process
 - Decision making and ownership
 - Making appointments with PHS counselor
 - Dropping off application materials
 - Securing teacher recommendations in person
 - Following up with appropriate adults



Application Process

Student

Test Scores
Invitations
Application/Essays
Payment

Post High School Counselor

Transcript
Secondary School Report Form
Common Application invitation

Teacher

NTHS Teacher form completed
AND
Common Application Invitation
OR
Teacher recommendation form
from application



Student is responsible for

- Application deadlines, testing requirements and subject matter requirements
- Test scores to each college
 - www.actstudent.org
 - www.collegeboard.com
- Appropriate recommendation forms by counselor and teachers (if required)
- *Transcript request form* for *each* application
- Payment of application fee and transcript fee
- Status of the application



Student arranges with PHSC to send:

- Official transcript – One transcript request form for each institution/scholarship
 - Provides NT with legal permission to send the student record, or transcript
- Counselor report/Secondary school report form, along with letter of recommendation - when required and submits with transcript request form (if in doubt, ask!)



Requesting transcripts, general info

- Transcript request forms available in Post High School Counseling Office, NOT on-line.
- Complete the appropriate transcript request form (Common Application – Blue Form, all other colleges- Green Form)
- Students, not parents, must turn in forms in person to the reception desk in room 201.
- Allow up to four working weeks for the application materials to be submitted. Naviance will indicate when transcript has been sent.



Transcript details...

- One transcript request is required for **each school**, even if the student is asked to self-report
- First three transcript requests - included in student fees
- Each additional transcript request - \$5.00 processing fee due at time of submission
 - Can be cash or one check for \$5.00 x the number of applications submitted; checks should be made out to New Trier High School
- Scholarship and NCAA Clearinghouse transcript requests are processed free of charge
- University of California system only requires **one transcript** for multiple campuses.



Midyear and final transcripts

- Once a student authorizes a transcript, New Trier automatically sends an updated 7th semester (Mid-Year) transcript for students
 - *Quarter grades are only sent to a few colleges where required for EA/ED candidates (Syracuse, Duke...)*
- Final transcripts will be sent automatically to the school the student plans to attend



Important dates

- Transcript request forms are due in the PHSC office between 7:45 AM – 3:30 PM:

College Application Deadline...PHSC Drop Off Date

- November 1 – drop off by Oct. 1st
- November 15 – drop off by Oct. 15th
- January 1 – drop off by Dec. 1st
- January 15 – drop off by Dec. 1st



Counselor role

- Narrow down college search (realistic, reasonable options)
- Encourage a financial safety school
- Review application
 - Checks for information accuracy and relevance (unweighted and weighted)
- Advise appropriate testing
- Review essays
- Include counselor report and transcript
- Create letter of recommendation



Teacher role (as needed)

- Student asks teacher in person
- Student organizes the work for the teacher:
 - Complete NTHS Yellow Teacher Recommendation form
 - Invite teacher on-line if Common Application school
 - Complete teacher recommendation forms (PLUS Stamped envelope) for non- Common App applications if required
- Demonstrate patience, as well as a “thank-you” note

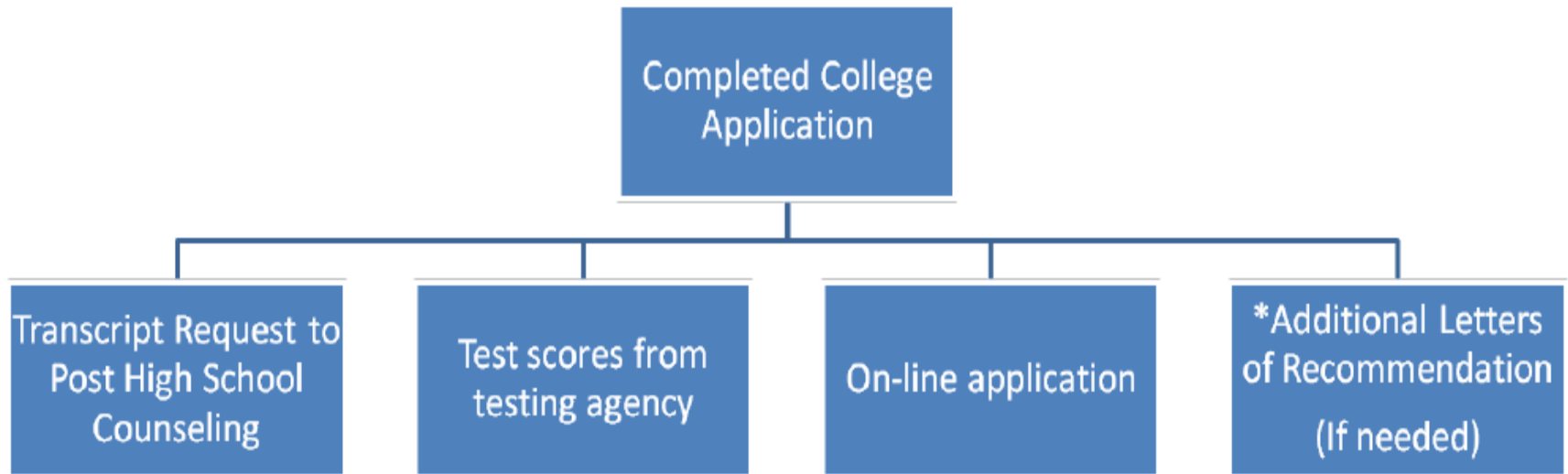
Update for Common Application recommendations!!



What components are required for a completed application?

- Application on-line
 - Essay/personal statement, when required
- Application fee – credit card
 - Not sent until student presses “submit”
- Test scores from testing agency
- Official transcript, counselor recommendation and form
- Teacher recommendations, as required





The Common Application

- Consortium of colleges & universities create and agree to honor a single application form
- Many colleges have supplements required to complete the application
- Students must use individual email and password
- User friendly
- Eight free workshops took place over the summer



Common Application

- Electronic submission
- Spend some time on the website www.commonapp.org to become aware of all parts of the application
 - Secondary school report form
 - Teacher evaluation form
 - Supplements – additional essays for colleges, for fine and performing arts majors and minors



Common Application Forms

- To access all required forms, visit www.commonapp.org select Member Colleges, →Application Requirements.
- Counselors and teachers are invited to upload their recommendation on-line



2014-15 College Deadlines, Fees and Requirements

Updated 8/8/2014

*See bottom of document for notes



Common App Member	Type ¹	Deadlines						App Fees ²		Supplements		Minimum Standard Test Policy ⁴			Recommendations ⁵				
		ED	EDII	EA	EAI	REA	RD/Rolling	US	INTL	Art ³	Writing	SAT/ACT Tests Used	Test Policy	INTL	TE	OE	MR	ED	Saves Forms
Adelphi University				12/1/14			Rolling	40	50	COL	YES	SAT w/Writing or ACT w/Writing	A	I/T					Y
Agnes Scott College	W	11/1/14		11/15/14	1/15/15		3/15/15	0	0			SAT w/Writing or ACT w/Writing		I or T	1				
Alaska Pacific University							Rolling	0	0			SAT w/Writing or ACT w/Writing	A	T	1				
Albany College of Pharmacy and Health Sciences		11/15/14					2/1/15	75	75			SAT w/Writing or ACT w/Writing	A	T	1			Y	
Albion College				11/1/14			Rolling	0	0			See Website	A	I or T					Y
Albright College							Rolling	0	0			See Website	S	I/T	1				Y
Alfred University		12/1/14					Rolling	50	50	SR		SAT w/o Writing or ACT w/o Writing	A	I/T	1			Y	Y
Allegheny College		11/1/14	1/15/15				2/15/15	0	0			SAT w/o Writing or ACT w/o Writing	A	T	1			Y	
Alma College							Rolling	0	0			SAT w/o Writing or ACT w/o Writing	A	I/T					Y
American Jewish University				11/15/14	2/15/15		Rolling	35	35			SAT w/Writing or ACT w/Writing		I or T	1				
American University		11/15/14	1/15/15				1/15/15	70	70		YES	SAT w/Writing or ACT w/Writing	N	I or T	1		Y	Y	
American University in Bulgaria		3/1/15					Rolling	0	0			SAT w/Writing or ACT w/Writing	S	I or T	2				Y
Amherst College		11/15/14					1/1/15	60	60	SR	YES	SAT w/o Writing and 2 SAT Subject Test or ACT w/o Writing	A	I or T	2		Y	Y	
Anna Maria College							Rolling	25	25			SAT w/Writing or ACT w/Writing	N	I or T	1		Y		
Arcadia University							Rolling	0	0	COL	YES	SAT w/Writing or ACT w/Writing	A	I or T	1				
Assumption College				11/1/14	12/15/14		2/15/15	50	50			SAT w/Writing or ACT w/Writing	N	I/T	1		Y		Y
Augsburg College				11/15/14	12/15/14		Rolling	0	0			SAT w/Writing or ACT w/Writing	A	I or T	1		Y		
Augustana College (Illinois)							Rolling	0	0			SAT w/o Writing or ACT w/o Writing		I or T	1				
Augustana College (South Dakota)							Rolling	0	0			SAT w/o Writing or ACT w/o Writing	A	I/T					
Austin College				12/1/14	1/15/15		3/1/15	0	0			SAT w/Writing or ACT w/Writing	A	I/T	1		Y		Y
Ave Maria University							Rolling	0	0			SAT w/Writing or ACT w/Writing	A	T	1				
Babson College		11/1/14		11/1/14			1/4/15	75	75		YES	SAT w/Writing or ACT w/Writing	A	I/T	1		Y	Y	Y
Baldwin Wallace University							Rolling	0	0	COL	YES	SAT w/o Writing or ACT w/o Writing	S	I or T	1				
Bard College		11/1/14		11/1/14			1/1/15	50	50			See Website	N	I or T	2		Y		
Bard College Berlin				11/1/14			1/1/15	0	0			See Website	N	I or T	2				
Barnard College	W	11/1/14					1/1/15	65	65	SR	YES	SAT w/Writing and 2 SAT Subject Tests or ACT w/Writing	A	I or T	2		Y	Y	
Bates College		11/15/14	1/1/15				1/1/15	60	0	SR	YES	See Website	N	I/T	2		Y		
Bay Path University	W						Rolling	0	0			SAT w/Writing or ACT w/Writing	A	I or T					
Belmont University							Rolling	50	50		YES	SAT w/o Writing or ACT w/o Writing	A	T					
Beloit College		11/1/14		11/1/14	12/1/14		1/15/15	0	0	COL		SAT w/o Writing or ACT w/o Writing	S	I or T	1			Y	

Considerations for students with disabilities

- Connect with disabilities support office on the college visit
- Compose letter of self-disclosure with application
- For some programs, additional application (ie. SALT program at University of Arizona) may be necessary
- Documentation – Investigate options with each college as requirements vary (Interview only vs. additional documentation)



Big 10 (and others) update:

- University of Illinois at Urbana-Champaign
- University of Michigan
- Indiana University
- University of Iowa, Nebraska, Kansas
- University of Wisconsin
- University of Texas and Washington– Dec. 1 received by deadline
- University of California system
- Tulane University



Managing your electronic application information

- Is your email address appropriate?
- Check email regularly
- Consult notebook for college account grid
- Use Naviance to track the date transcript is submitted from New Trier
- *PLEASE give colleges enough time to receive, tally and correctly file your transcript – your e-application goes overnight, but to complete takes time....*



School profile information

- School Profile reports
 - highest and midpoint weighted and unweighted grade point averages
 - Average ACT and SAT scores
- Transcripts report either a weighted or unweighted grade point average
 - 4 level High Honors or AP
 - 3 and 9 level Honors
 - 2 level College Prep



Ethical considerations

- The student is responsible for notifying colleges if:
 - An academic class was dropped *after* the transcript was mailed
 - Disciplinary action occurred after the application was sent
- Ethical agreement of Early Decision Program
 - Stats of ED Admission vs. Regular Admission
- May 1st National Candidate Reply Date – Deposit required for one institution
- Are you the sole author of your application?



PHSC Upcoming Dates

- Wednesday, October 21, 7 p.m.- CHOICES Fair, for students with disabilities at Niles North High School
- Thursday, December 3, 7:00 p.m. - Financial Aid Night, Gaffney
- Saturday, January 30, 12 p.m.- Gap Year Program and Fair, Student Cafeteria



Thank you for attending

- Remember, contact your assigned PHS counselor with questions specific to your **individual** needs
- Make an appointment with the secretaries in PHSC
- Counselors are visiting advisories throughout the first quarter
- Join our twitter/Instagram
@ntphsc



New Trier Post-High School Counselors

- Mr. James Conroy – 784-2237
- Mrs. Jill Cervantes – 784-2238
- Ms. Deborah Donley – 784-2239
- Mr. Michael O'Connor – 784-2296
- Mr. Daniel Rogan – 784-2235
- Mr. Thomas Shorrock – 784-2243
- Ms. Gretchen Stauder-Gow – 784-2236
- Mr. Robert Zigmund – 784-2242

