

# WELCOME



College Planning Night  
September 6, 2017

# NAMES & CONTACT INFORMATION

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# CVHS Counseling and Career Center Website

[www.cvschools.org](http://www.cvschools.org)



- ◉ Click “High School” under the “School” tab on the top left



- ◉ Scroll down to the middle of the page Navigation Bar  
“Counseling and Career Center”



- ◉ You have arrived at the CVHS Counseling and Career Center Website!

# GRADUATION REQUIREMENTS

## 23 Total Credits to Graduate from CV

- 4 credits in English
- 4 credits in Social Studies (3 for Vo Tech Students)
- 3 credits in Science
- 3 credits in Math
- (Plus 1 Additional Math OR Science Credit)
- 2 credits in Health & PE

# TESTING

- ⊙ **PSAT** – **Saturday, October 14<sup>th</sup>** - practice test for the SAT, qualifier for the National Merit Scholarship during Junior year.
- ⊙ **SAT** – College Admission Test; Writing and Language, Reading, Math. Optional Essay.
- ⊙ **ACT** – College Admission Test; English, Math, Writing, Science. Optional Essay.

# COLLEGE ADMISSIONS EXAMS

## SAT

**Website:** [www.CollegeBoard.org](http://www.CollegeBoard.org)

**Test Structure:** Math, Reading, Writing & Language

**Reading:** 5 passages

**Science:** None

**Math:** Through Trigonometry & Data Analysis

**Tools:** Half of the math sections allow use of a calculator

**Essay:** *Optional*

**Length:**

- ⦿ 3 hours (without essay)
- ⦿ 3 hours and 50 minutes (with Essay)

**Score:**

- ⦿ Cumulative Score: Scale of 400 – 1600
- \*\*\**No penalty for incorrect answers*

## ACT

**Website:** [www.ActStudent.org](http://www.ActStudent.org)

**Test Structure:** Math, Reading, English, Science

**Reading:** 4 passages

**Science:** 1 section

**Math:** Through Trigonometry

**Tools:** All math sections allow use of a calculator

**Essay:** *Optional*

**Length:**

- ⦿ 2 hours and 55 minutes (without essay)
- ⦿ 3 hours and 40 minutes (with Essay)

**Score:**

- ⦿ Composite score of 1-36
- \*\*\**No penalty for incorrect answers*

Most colleges accept both the SAT and ACT equally for admissions and merit-based scholarships, so decide which test is right for you!

# 2017- 2018 TESTING DATES

## SAT

Test Date	Deadline
August 26, 2017	July 28, 2017
October 7, 2017	September 8, 2017
November 4, 2017	October 5, 2017
December 2, 2017	November 2, 2017
March 10, 2018	February 9, 2018
May 5, 2018	April 6, 2018
June 2, 2018	May 3, 2018

## ACT

Test Date	Deadline
September 9, 2017	August 4, 2017
October 28, 2017	September 22, 2017
December 9, 2017	November 3, 2017
February 10, 2018	January 12, 2018
April 14, 2018	March 9 ,2018
June 9, 2018	May 4, 2018
July 14, 2018	June 15, 2018



# TEST SCORE SUBMISSION

“Official” College Admissions Exam Scores  
(*ACT/SAT/AP/Subject Tests*) **MUST** be submitted by  
**YOU** through **YOUR** personal College-Board account

- ❑ You receive 4 free score reports submissions to school when you REGISTER for a test and for up to nine days after the test.
- ❑ After that, if you did not take advantage of the opportunity for 4 free score reports to be sent to colleges, there is a fee for sending score reports, unless you’re eligible for a fee waiver.
- ❑ ScoreChoice

## Testing After Applying:

- ⦿ Do not wait for test scores to come in to submit your college applications!
- ⦿ For the OCT & NOV tests, code the colleges you want to receive your scores at registration



# TOOLS FOR PREP AND THE FUTURE

## ◉ Collegeboard.org

- Khan Academy – uses PSAT and SAT scores to create a free prep program
- College and Career Planning
- Question of the Day on twitter

## ◉ ACT.org

- Test prep
- College and career planning

## ◉ Independent/Community-Based Programs (\$\$\$)

**\*\*\*Check the Counseling and Career Website for additional College Admissions Exam Prep opportunities in the area\*\*\***

# TRANSCRIPTS

- ◉ The High School Transcript consists of the following information:
  - All courses taken during high school, the final grades and credit earned in each course
  - Weighted and Unweighted cumulative GPA
  - Class Rank
- ◉ The students' official transcript is kept in the counseling office throughout high school and for many years after.
- ◉ College Admissions Exam Scores are NOT included on student transcripts.
  - College Admissions Exam Scores must be sent by **the student** through their Collegeboard Account.

# NCAA ELIGIBILITY CENTER

Students on course to participate in college athletics on the Division 1 or Division 2 level, must meet with their counselor.

These students will need to register with the NCAA Eligibility Center after their junior year.

More information can be found at  
[eligibilitycenter.org](http://eligibilitycenter.org)

# COLLEGE VISITS

- ⊙ Students have 2 days each school year they may use for college visits.
- ⊙ Visit forms available in the Counseling Center and Attendance Offices
- ⊙ **Important Stops**
  - Admissions Office
  - Financial Aid Office
  - Classes of intended major
  - Student Union
  - Dining Hall
  - Residence Halls

# APPLICATION FORMS (DEADLINE)

- ◉ BE AWARE OF YOUR COLLEGE'S ADMISSIONS TIMETABLE!!!
  - **Early Action**
    - Apply early and receive a decision early. Not binding.
  - **Early Decision**
    - Apply early and if accepted, you must attend the institution. Binding agreement!
  - **Regular Decision**
    - All applications are due on a certain date, and all applicants are notified on a certain date.
  - **Rolling Admissions**
    - Applications are evaluated and processed as they are received.
  - **Honors and Special Talents Programs** (Art, Music, etc)
    - Will most likely have separate deadline dates.

# NAVIANCE TOOLS FOR COLLEGE

## ◉ Supermatch and College Match

- ◉ Match interests, majors, size, clubs, sports, etc. to colleges

## ◉ College Compare

- ◉ Will compare students scores with those of others from CV that got accepted, compares other schools with similar information, matches other schools with your student that they may be interested in

## ◉ Maps and Scattergrams

## ◉ Scholarships

## ⦿ **Colleges Lookup**

- Virtual Tours
- Admissions Requirements
- Details and Stats about school
- Majors
- Extra-curriculars
- Financial Costs and Aide

## ⦿ **Sign up for Admissions Visits to CV**

## ⦿ **Colleges I'm thinking about**

## ⦿ **Colleges I'm applying to**

- Application process, request for transcripts
- Process directions can be found on counseling center page under presentations

## ⦿ **Scholarship List**



# LOGGING INTO FAMILY CONNECTION

- Make sure you have already registered an account with Naviance/Family Connection
- Go to the CVHS Counseling webpage and click **Naviance**
- Or go directly to the following website:

The screenshot shows a web browser window with the address bar displaying [hs.cvschools.org/parent\\_\\_student\\_information/student\\_services/counseling\\_\\_career\\_center](http://hs.cvschools.org/parent__student_information/student_services/counseling__career_center). The page title is "Counseling & Career Center". A breadcrumb trail reads "Cumberland Valley High School » Parent & Student Information » Counseling & Career Center". On the left is a dark sidebar menu with the following items: Counseling & Career Center (highlighted), AP Registration (Student and Parent Info), Career Planning, College Planning, Graduation Requirements, Guidance Related News Articles, Meet the Counseling Staff, Military Planning, NCAA Eligibility, Presentations and Events, SAT & ACT Prep, Student Assistance Program (SAP), Study Skills, Summer Work, and Emily Megan Griffie Memorial Softball. The main content area has the heading "Welcome to the Cumberland Valley Counseling & Career Center" and the Naviance Family Connection logo. A large blue arrow points to the logo. Below the logo is a "WELCOME BACK!" message and a "Naviance Presentation" link. A list of links follows: "8th & 9th Grade Course Selection Night - January 2017", "10th & 11th Grade Course Selection Night January 2017", "2016 College Planning Night PowerPoint", "2016 FAFSA Night Presentation", "2015 Financial Aid Night PowerPoint", "2016-2017 Program of Studies", "Sophomore Parent/PSAT Night Powerpoint", "8th Grade Course Selection Night", and "2016 College Admissions Panel Summary". The page concludes with "The Cumberland Valley High School Counseling Staff". The Windows taskbar at the bottom shows the date and time as 9:50 AM on 9/1/2017.

# LETTERS OF RECOMMENDATION

- ◉ Typically no more than (2) TWO Letters of Recommendation are necessary; follow your colleges' requirements.
- ◉ Choose someone carefully (*ask an academic teacher and/or a teacher who knows you well and is familiar with your most recent school work*).
- ◉ Ask EARLY and IN PERSON! Allow two weeks or ten work days for individual to write your letter!
- ◉ Complete the “Letter of Recommendation Survey” on Naviance; print a hard copy if requested.

**\*\*\*Follow up with a thank you!!**

# LETTERS OF RECOMMENDATION

Ask your teachers before requesting a letter of recommendation. Then complete either the paper copy of the “Recommendation Letter Resume” available in Guidance, or the electronic “Letter of Rec Survey (brag sheet)” in the ABOUT ME section of Naviance (ask teacher for reference)

The screenshot shows the Naviance user interface. At the top, there is a navigation bar with five tabs: 'home', 'colleges', 'careers', 'about me', and 'my planner'. The 'about me' tab is currently selected. Below the navigation bar, on the left side, there is a section titled 'surveys to take:' with three links: '> letter of rec. survey (brag sheet)', 'survey history', and 'letter of rec. survey (brag sheet)'. A red arrow points from the text in the red box above to the '> letter of rec. survey (brag sheet)' link. To the right of the 'surveys to take:' section, there are two main content areas. The first is titled 'Success Plan' and contains two links: '> goals' and '> tasks'. The second is titled 'interesting things about me' and contains four links: '> portfolio', '> favorite colleges', '> game plan', and '> documents'.

home colleges careers about me my planner

surveys to take:

- > [letter of rec. survey \(brag sheet\)](#)
- [survey history](#)

Success Plan

- > [goals](#)
- > [tasks](#)

interesting things about me

- > [portfolio](#)
- > [game plan](#)
- > [favorite colleges](#)
- > [documents](#)

# LETTERS OF RECOMMENDATION

Request a letter of recommendation from a teacher/counselor/administrator **in person first!** Once they agree, submit an electronic request via Naviance in “Colleges I’m Applying To”

- > [college resources](#)
- > [college maps](#)
- > [scattergrams](#)
- > [acceptance history](#)
- > [enrichment programs](#)

## scholarships & money

- > [scholarship match](#)
- > [scholarship list](#)
- > [scholarship applications](#)
- > [national scholarship search](#)

## resources

- > [transcripts](#)
- > [test scores](#)

- Make sure the **last name** on your Family Connection profile matches the last name you used to create your Common App account.
- Make sure your **date of birth** on your Family Connection profile matches the date of birth on your Common App account.

[Not Needed](#)

[+ add to this list](#) | [request transcripts](#) | [view detailed status](#) | [compare me](#)

Actions											
College	Type	How are you applying?	Submissions	Expected Difficulty*	Deadline†	Transcript	Office Status	My App.	Results	Edit	Manage Communication
<input type="checkbox"/> Albright Coll	RD	<a href="#">Common App</a>		N/A	-	requested	Pending	<a href="#">app submitted</a>	Unknown		
<input type="checkbox"/> Drexel Univ	RD	<a href="#">Common App Only</a>		N/A	Jan 15, 2014	requested	Pending	<a href="#">app submitted</a>	Unknown		
<input type="checkbox"/> Harrisburg Area CC	RD	<a href="#">Direct to institution</a>		N/A	-	requested	Pending	<a href="#">have you applied?</a>	Unknown		
<input type="checkbox"/> PSU Harrisburg	RD	<a href="#">Direct to institution</a>		N/A	Nov 30, 2013	requested	Pending	<a href="#">have you applied?</a>	Unknown		
<input type="checkbox"/> U of Scranton	RD	<a href="#">Common App Only</a>		N/A	Mar 01, 2018	requested	Pending	<a href="#">app submitted</a>	Unknown		

[Delete Application](#)

## College that I am attending

(no college selected) [Update](#)

## Letters of recommendation

Some colleges require letters of recommendation to be submitted with your application. Please visit the [letters of recommendation section](#), accessible from the main colleges page, for more information.

\* Difficulty of admission specifically for you as estimated by your counselor

† College information is provided by the colleges themselves. Costs, dates, policies, and programs are subject to change, so please confirm important facts with college admission personnel.

# LETTERS OF RECOMMENDATION

This is where students request letters from teachers. All staff names are in a drop down menu once you hit “Add Request.”

The screenshot shows a web browser window displaying the 'Family Connection' portal for Cumberland Valley HS. The user is logged in as Abigail Stoner. The page title is 'Letters of recommendation' and the sub-section is 'Your Requests'. A blue arrow points to the 'Add Request' button. Below the button is a table showing the status of requests.

Letters of recommendation

Your Requests

You can request new letters of recommendation and track the most recent status of your requests here.

[Add Request](#)

Recommendation For ^	Deadline ^	Recommender(s)	Status ⓘ	Cancel Request
All Applications ⓘ	See applications	Melissa Blacksmith	Requested	✕
		Mary Beth Moritz	In Progress	✕
		Chris Budman	In Progress	✕

[Add Request](#)

Cumberland Valley HS  
3800 Sullivan Street  
Mechanicsburg, PA 17050

Copyright © 2016, Hobsons Inc  
Family Connection LOR Request UI: 1.4.0  
[Privacy Policy](#)  
Logged in as **Abigail Stoner**  
[Log out](#)

# “YES, I DO WAIVE MY RIGHT...”

## ⇒ IMPORTANT PRIVACY NOTICE FOR COMMON APPLICATION

Common Application recommendation forms may not be submitted online by your school until you answer the questions below. You will not be able to change this information once you have completed the items below.

I understand that under the terms of the FERPA, after I matriculate I will have access to this form and all other recommendations and supporting documents submitted by me and on my behalf, unless at least one of the following is true:

1. The institution does not save recommendations post-matriculation (see list at [www.commonapp.org/FERPA](http://www.commonapp.org/FERPA)).
2. I waive my right to access below, regardless of the institution to which it is sent:

- ☐ Yes, I do waive my right to access, and I understand I will never see this form or any other recommendations submitted by me or on my behalf.
- ☐ No, I do not waive my right to access, and I may someday choose to see this form or any other recommendations or supporting documents submitted by me or on my behalf to the institution at which I'm enrolling, if that institution saves them after I matriculate.

Most college applications will ask you to either check the box:

- ☐ “Yes, I do waive my right...” or
- ☐ “No, I do not waive my right...”

to designate if you waive your right to view your recommendations after enrollment.

*I highly recommend  
waiving your right to  
access the  
recommendations.*

# AFTER APPLYING TO COLLEGE...

## STUDENT

- ◉ SAT/ACT Scores must be sent to colleges through testing agency
  - Collegeboard.org
  - ACTStudent.org
- ◉ Submit to the counseling office copies of acceptance letters and scholarship awards as they are received
- ◉ Update status in Naviance as results are known

## SCHOOL

- ◉ School Counselor will submit the following:
  - Recommendation letters/forms
  - School Profile
  - Official Transcript

\*\*\*Student college application portals are not always updated in a timely manner. If questionable, follow up with each schools' admissions office to confirm documents have been received.





**CUMBERLAND VALLEY HIGH SCHOOL-CEEB # 392545**  
**COLLEGE APPLICATION CHECKLIST**

STUDENT NAME: \_\_\_\_\_ COUNSELOR: \_\_\_\_\_

DATE: \_\_\_\_\_ DATE RECEIVED IN OFFICE \_\_\_\_\_  
(office only)

Check the appropriate boxes, provide the requested information, sign and date this form. If this symbol is next to your college on Naviance, documents will be mailed. Common Application Schools and electronic submission schools will be submitted via Naviance.

**\*\*\*PLEASE ALLOW AT LEAST 10 SCHOOL DAYS FOR PROCESSING\*\*\***

SEND TO: Name of College/University, or NCAA	Naviance Transcript Requested, (Y or N)	ED, EA, RD, or Rolling	College Deadline	Common App (Y or N)	or E M	Letters of Rec. (List teacher(s) and/or counselor names	Have you sent your SAT or ACT scores?
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Student Signature: \_\_\_\_\_

# COLLEGE APPLICATION CHECKLIST



# CVHS

## COLLEGE APPLICATION PROCESS

All senior students should be familiar with and should be using their **Naviance** account to research careers and colleges.

Students who are unfamiliar with Naviance or need assistance should see their counselor or Mrs. Marshall ASAP.

### Three Basic Steps for Submission of College Application Documents:

1. Student will go to the college website and complete the application. Most websites do not open until August.
2. Student will then go into their Naviance Account and update the “**Colleges I am Applying to**” section with the names of the schools.
3. Finally, a **CV College Application Checklist** must be completed and submitted to Guidance. This is an internal form that allows us to track application submission.

# SCHOLARSHIP SEARCH

- ⊙ CV High School Counseling and Career page
  - College Planning link
    - Financial Aid link
    - Several links to resources online regarding financial aid information and scholarship search sites.
- ⊙ Scholarship List in Naviance

**DO NOT PAY FOR SCHOLARSHIP  
INFORMATION!**

# JUNIOR COLLEGE TIMELINE

## FALL

- ◉ Obtain a broad list of schools by using NAVIANCE and/or other programs
- ◉ Attend the College Fair (October 4<sup>th</sup>) and talk with representatives
- ◉ Take the PSAT
- ◉ Schedule meeting with your counselor to discuss options
- ◉ Attend CV's financial aid workshop or other area events
- ◉ Prepare for College Admissions Exams (ACT/SAT)

## SPRING

- ◉ Continue to narrow down your college choices
- ◉ Continue college visits and/or college Open Houses
- ◉ Take the SAT, SAT Subject Tests and/or ACT
- ◉ Meet with your counselor to discuss your progress
- ◉ Work on your resume and consider teachers for recommendations

## SUMMER

- ◉ Continue college visits and interviews
- ◉ KNOW APPLICATION DEADLINES

# SENIOR COLLEGE TIMELINE

## FALL

- ◉ Attend CV's College Fair or others in the area, complete college visits
- ◉ Schedule an appointment with your school counselor or Mrs. Marshall if you have questions about the application process
- ◉ Pare down college choices to 4-6 colleges
- ◉ Apply for admission on college websites and then update your Naviance account
- ◉ Take College Admissions Exams and send official scores to colleges
- ◉ Attend CV's FAFSA and Financial Aid Night
- ◉ Begin search for college scholarships and the Naviance Scholarship List

## WINTER

- ◉ Continue to search for and apply for scholarships
- ◉ Double check to make sure that you have met financial aid deadlines

## SPRING

- ◉ Make final college decisions and notify colleges of your decision
- ◉ Notify CV of your college plans and scholarship awards
- ◉ Keep grades up for final reports

# IMPORTANT TAKE AWAYS

- ◉ Students should apply to their chosen colleges through the specific college website
- ◉ Students are responsible for sending SAT and ACT scores
- ◉ Submitting requests for transcripts and letters of recommendation take place through Naviance
- ◉ Complete the College Application Checklist to ensure all steps have been followed
- ◉ Students should take responsibility for the process of sending and submitting materials
- ◉ Students **MUST** consistently check their emails for communication from their colleges!

# TIME MANAGEMENT

**PLEASE BE AWARE OF YOUR DEADLINES**

**Allow 10 School Days to process Transcript and  
Recommendation Letter Requests!!!**



# UPCOMING DATES

## **Back-to-School Night**

⦿ September 14<sup>th</sup> 6:45 pm

## **Financial Aid Night**

⦿ September 26<sup>th</sup> 7:00 pm

## **CV College Fair**

⦿ October 5<sup>th</sup> 6:00 pm

## **FAFSA Night**

⦿ October 10<sup>th</sup> 7:00 pm

**THANK YOU FOR COMING!**

**Please drive safely.**