Booker T. Washington High School

Senior Plan Handbook 2016-2017

Booker T. Washington High School
Senior Plan Book – 2016-2017

TABLE OF CONTENTS

BTW Information and Introduction. 2

Barbara Heyman, BTW College Advisor 3

Getting a Transcript 4

Getting a Recommendation Letter from Your Counselor……... 5

Bulletin Boards, College Athletics, College Rep. Visits..……...6

College Campus Visits…….. 7

Definitions for College Bound students 8

Internet Use and Website Resources……...9-10

ACT and SAT Testing Information……11

Financial Aid and Scholarship Information 12

Oklahoma Colleges & Universities 13

Alternatives to College. 14

AP & IB Exam Schedule 15

Mid-Year Reports ……... 16

Parent Authorization for Release of Student Records* ……..……17
**transcript release form*

Booker T. Washington High School
1514 East Zion
Tulsa, Ok 74106
(918) 925-1000
btw.tulsaschools.org
Nanette M. Coleman, Principal

The CEEB code for BTW is 373-590

The counselors are assigned to students by grade and the student's last name:

Janna Adamo (adamoja@tulsaschools.org)	10-12	A-Ham	925-1014
Mary Beth Lykins (lykinma@tulsaschools.org)	10-12	Han-Pa	925-1019
Jennifer Sack (sackje@tulsaschools.org)	10-12	Pe-Z	925-1004
Angela Jones (jonesan5@tulsaschools.org)	Grade 9		925-1016
Barbara Heyman, College Advisor			925-1022
Bridgette Whittaker, Scheduling Clerk			925-1021
Karen Mullen, Registrar			746-7500

Sharon Lazdins, Assistant Principal
Ginger Page, Assistant Principal
Elton Sykes, Assistant Principal

Josh New, Class of 2017 Sponsor
Newjo@tulsaschools.org

INTRODUCTION

Planning for life after high school is sometimes a complicated and confusing process. In order to make it a little easier, the counseling department has put together the following information. It is our hope that seniors and their families will find it helpful.

In this handbook, you will find tips for visiting and applying to colleges, financial aid and scholarship information, and much more. Senior year is an exciting time of your life that is filled with many important decisions. If you are feeling overwhelmed or unsure about your future options, please make an appointment to speak with your counselor.

***Disclaimer*- The BTW Guidance Department is a member of the National Association of College Admission Counselors (NACAC). As members, we adhere to the Statement of Principles of Good Practice in advising students in the transition from high school to college. These principles guide us in the ethical advisement of our students. They also require that we notify any college or university of any changes in an applicant's status. Ideally, this means we can update an application with any new accomplishments on the part of the applicant, but it also means we must update your college choices if there is a significant grade drop in your senior year or if you have a major disciplinary incident. It also means we are obligated to inform a college or university of any misrepresentation an applicant might have made on an application. Please be aware that if any part of a student's application is falsified, we will rescind our letters of recommendation without delay.**

Barbara Heyman, BTW College Advisor

Mrs. Heyman has worked at Booker T. Washington High School as a college advisor for over twenty years. She is the author of two books about the college application process: Invest in Your Self and Destination College. Her office is located in the Counseling Department, Room 319.

Mrs. Heyman works primarily with students who are well qualified to apply to competitive colleges and universities (based on the student's GPA, class rank, and rigor of curriculum).

She aids the student in researching which schools to apply to that best meet the needs, goals, and acceptance possibilities of the student. Then she and the student employ strategies on the choice of application essay(s), resumé (school and extra-curricular), and the most effective choice of recommendation writers. The student may request that Mrs. Heyman complete his/her secondary school report. **If you are applying Early Action or Early Decision to a competitive college and wish to work with Mrs. Heyman, you need to make an appointment with her as soon as possible.** After these students have been serviced, Mrs. Heyman will help other students, if requested, with the application process. When this process is complete, she completes a check list and timeline for all the components of the application process.

An important aspect of the admissions procedure is when a student has more than one acceptance. Then he or she is guided in constructing a balance sheet of pros and cons of each school in relationship to the student's long-term goals. The ultimate choice is the sole decision of the student.

Tips for Applying to College

- **Create a folder for each school to which you are applying.**
- **Most applications are done online. Keep a photocopy of any applications done by paper.**
- **Have someone proofread and evaluate your college essay(s).**
- **Note dates of when you sent in materials and what was sent.**
- **By May 1, withdraw your applications where you were accepted, but are not attending.**
- **Finalize housing plans where you will be attending college next year as early as you can.**

WHAT NOT TO DO WHEN APPLYING TO COLLEGES

- Do not have your parent/friend/someone else write your essay(s) for you. *Colleges can tell when a student's essay is not their own work and has been written by someone else*. You can have parents or friends proofread your work and make suggestions, but it needs to be written by you. Make sure all of your work is original.
- Do not have your parent fill out the application form for the college. *The student is applying to college, not the parent. The student needs to take ownership of this process from the beginning.*
- Do not apply to 10 or more schools, hoping you will get in somewhere. You cannot apply to 10 or more schools effectively. Essays should be tailored to the specific college where you are applying, and this takes a great deal of time and effort. It is better to make 6 stellar applications rather than 12 lackluster applications.
- Do not apply regular decision rather than early decision when you have your heart set on a particular college. *Early action and early decision applicants have a better chance of being accepted.*
- Do not forget to follow directions! *Make sure you meet deadlines and send in the correct ACT or SAT. If a college wants a 600 word essay, don't give them 800 words.* ***Follow directions exactly!***
- Do not be dishonest. Do not pad your resume or write information that is not true. If you are dishonest on your application, you can have your admission rescinded.

Getting a Transcript

To apply to any colleges or universities, you will need to provide them with an official transcript, and there is a specific process you need to follow to obtain one. **PLEASE READ THIS SECTION CAREFULLY.**

IMPORTANT: Transcripts cannot be printed between approximately December 10th and January 16th due to Powerschool updates at the district level. FINAL transcripts cannot be printed until after June 15th and will be sent by the registrar at the TPS Enrollment Center to the college you decide to attend. Here is the process for getting a transcript:

1. Parent must print and complete the form titled "Parental Authorization for Release of Student Records." The student must turn in this form to their counselor. No records can be released without this form on file. (**The form is at the end of this handbook**, and there is a link to this form on the BTW web page under "Class of 2017.")

2. **IN STATE**: Transcripts for any colleges or universities in the state of Oklahoma can be sent electronically by the registrar, or your counselor, at no charge. Notify your counselor in writing as to where you need transcripts sent. Important: ACT & SAT scores are NOT included on electronic copies of your transcript. You must order those separately online from ACT & SAT to be sent to your colleges. For ACT go to actstudent.org, for SAT go to collegeboard.org

3. **OUT OF STATE**: We are not able to send transcripts electronically to out of state colleges unless that college has its own online system for doing so (ex: SENDedu). If a transcript cannot be sent electronically, you will need to MAIL a PAPER copy. Determine how many transcripts you need and **pay $1 per transcript to your counselor and get a receipt.** **The exception to this is for out of state colleges you are applying to through the Common App. (see #5).**

4. Transcript requests may take up to 24 hours to process so plan ahead. Please do not expect to request a transcript and have it printed for you immediately. **It is your responsibility to return to the counseling office to pick up printed transcripts and mail them to your colleges**. When mailing a transcript to any college, you should send it in a Booker T. Washington envelope. Transcripts printed in the counseling office will be sealed in BTW envelopes.

5. **Common App:** if you are applying to colleges through the Common Application, your counselor will upload your transcript to be sent to those schools ***no matter whether the colleges are in state or out of state***. You must electronically invite your counselor to be your recommender through the Common App. To use the Common App, go to www.commonapp.org

6. Counselors can give you copies of your transcript for scholarship applications at no charge. See your counselor for details.

7. Transcripts are printed on special paper that cannot be faxed or photocopied.

If you are working with Mrs. Heyman and she is doing your college recommendation letters, please check with her as to whether she will be submitting your materials by paper or online.

Getting a Recommendation Letter From Your Counselor

Applying to college often means needing a counselor recommendation letter. The counselors at Booker T. Washington High School want to showcase you as well as possible. To be able to write the best recommendation for you, the counselors will need the following conditions met to complete this process. **Any recommendation turned after the application due date cannot be guaranteed as meeting the college/university due date.** Using the Common App helps streamline the submission of rec letters and transcripts from your counselor. You can apply to multiple colleges and your counselor can upload information one time and it goes to all schools on your Common App.

STEPS TO FOLLOW IN REQUESTING A RECOMMENDATION LETTER

At least 15 school days prior to deadline, **ALL** of the information listed below must be turned in to your counselor. (Holidays from school (s), i.e., Fall Break, Thanksgiving, Martin Luther King Day, Winter Break, snow days and **any weekend** do not count as part of the three week lead time. Also when applications are due during busy times at school, more time is needed. (See next page for due dates.)

1. Transcript release form on file in the counseling office
2. List of all colleges to which you are applying that need a counselor recommendation and their application deadlines (maximum of 8 allowed)
3. Your "Senior Resume" must be on file with your counselor. The more background you give about yourself, the more complete your recommendation letter will be. If you will use okcollegestart.org to create your resume, your counselor can access it directly.
4. Secondary School Report or Counselor recommendation form (If using the Common App, your counselor will complete this online once you invite them to be your recommender)
5. Waive your rights on the Report/Recommendation form. Trust your counselor and teachers to write the very best recommendation for you and the colleges will know that you have nothing to hide.
6. For materials needing to go by mail, we will provide your letter to you in a TPS envelope. You are responsible for addressing the envelope, providing postage, and mailing the letter. Your counselor can give you TPS envelopes for teachers you have asked to write rec letters on your behalf as well.

Meeting deadlines is extremely important. Your counselor will be handling many recommendation letters besides yours, in addition to handling the needs of the underclassmen. You are applying to college for ONE person. Each counselor is managing the application process for over 100 seniors. Counselors need your recommendations and all accompanying materials submitted to us by the dates indicated on the next page.

Please take notice of these dates when working with your counselor to get materials processed in a timely and orderly fashion*. Realize that each counselor at our school has over 300 students to serve so please be mindful about giving us enough lead time to help us best serve you.*

If due to college by:	**Turn into counselor on or before:**
November 1	October 8
November 15	October 23
December 1	November 3
December 15	November 19
January 1-15	December 3
February 1	January 11
February 15	January 25
March 1	February 9

Scholarship Recommendations

Recommendation letters for scholarships require a 15 school day lead time unless a recommendation has already been written for you. If one has already been written, a 5 day lead time is sufficient. Students must address envelopes and provide stamps for mailing the recommendations. *Transcripts for scholarships can be obtained by the counselor for no charge—but only for scholarships.*

SENIOR BULLETIN BOARDS

College information will be posted on the bulletin board outside the Counseling Office. Postings will also be on the "strip of board" along the East wall as you come in from the 3rd Floor Parking Lot. Students will find information pertaining to their senior year--including testing information, graduation, college visits, and deadlines. It is the **student's responsibility** to locate and read the bulletin board on a regular basis. **If you are not receiving senior class group e-mails from Hornetemail@gmail.com, please see your counselor to be added to that group so you don't miss important information! CHECK YOUR E-MAIL DAILY.**

ATHLETES!
NAIA and NCAA ELIGIBILITY CENTER

Any senior that is interested in participating in college athletics must register with the NAIA or NCAA Eligibility Center, whichever organization your college is a member of for athletics. **You cannot play sports in college without doing this!** For NCAA go to www.eligibilitycenter.org. For NAIA go to www.naia.org If you are pursuing an athletic scholarship, you and your parents must sign the transcript release form to include colleges and coaches collectively so that the counselors can answer questions about your grades and test scores with them. You must also send NCAA Clearinghouse or NAIA your ACT and/or SAT scores from the college testing site. The code number for NCAA is "9999" and for NAIA it is "9876."

Fee Waivers: Counselors can give a student athlete a fee waiver only if he/she has taken the ACT or SAT on a fee waiver. Register with the appropriate organization (NCAA or NAIA) and bring your ID number to your counselor. NAIA waivers must be submitted in writing by mail. NCAA waivers are done online.

VISITING WITH COLLEGE REPS AT BTW

College representatives will be available to meet with students during the school day. These scheduled times will be posted in the counseling office and in various classrooms throughout the building. **Students interested in visiting with college representatives must sign up in the counseling office at least 24 hours prior to visit. NO EXCEPTIONS.** Students will not be allowed to meet with the representative if their name is not on the signup sheet. Students are to pick up a pass from the counseling office receptionist the morning of the visit. Roll will be taken at each session. Seniors may sign up to visit with 4-6 colleges during the school year.

COLLEGE CAMPUS VISITS

BTW ATTENDANCE POLICY REGARDING COLLEGE VISITS: It is highly recommended that students personally visit colleges where they intend to apply. Seniors are allowed a maximum of 5 excused absences for college visits. If you will miss 3 consecutive days of school or more, you must complete a "Pre-arranged Absence Form" and get your teachers' signatures prior to the absence. Your counselor can give you this form. Turn the form in to Ms. Taylor in the attendance office BEFORE the date of your absence. If you will only miss 1 or 2 consecutive days of school, get a note from the admissions office from each college you visit verifying the date and time you visited and bring that note to Ms. Taylor the day you return to school. *It must be an official note from the admissions office, not just a brochure from the college or other materials.* If you do not bring a note to Ms. Taylor within 24 hours of returning to school, be advised that your absence cannot be corrected to "excused."

Considering the financial investment you are making in a college education, a campus visit should be an essential part of that decision. A campus visit can help you decide what you are looking for and what it would be like to live on campus. You should definitely try to visit all colleges that offer you admission. Most college admission offices will help make arrangements for visits to campus. Make arrangements for a guided tour of the campus, a classroom visit, and a visit with a professor. Be prepared for your visit by reading the college catalog and other materials the college has sent you. Tell your teachers ahead of time if you are going to be absent due to a college visit.

A tour of the campus should include the following:

*financial aid office
*library
*housing
*student dining areas
*special talent or interest areas
*religious organizations on campus
*campus atmosphere
*students
*faculty

Always talk with students on campus; they will give you the most candid information and will usually give you both the pros and cons. Visit with at least one faculty member, preferably by appointment. If possible, make the faculty member someone in your chosen field of study. Learn what your housing options are and look at the dormitories.

To get the most from your college visit, be prepared!

Send your parents to the financial aid office while you visit a classroom. Parents:

-ask which financial aid forms are required and what documentation is needed
-ask what the typical financial aid package is, how it is awarded, and what percentage of students receive aid.

Questions students should ask:

-what is the student to professor ratio?
-how many hours of advanced standing may a student bring?
-do you have a core curriculum?
-is housing guaranteed for four years?
-are the dorms coed?
-are there quiet floors and if so, what are the regulations?
-what appliances can you bring?
-are students politically active? (READ THE CHALK MESSAGES ON THE SIDEWALKS ☺)
-how active is the student association?
-how many students graduated in your major last year?
-which companies came to recruit in your major?
-what summer internships might be available?

Definitions for College Bound

These are some common terms you may encounter during the college application process.

Early Decision -This program enables students to apply to a college in November and receive a decision in December (as opposed to the typical January deadline and April notification). Students can only apply to one school via Early Decision and **are required to attend if admitted**. Applying Early Decision almost certainly increases an applicant's odds of being accepted.

Early Action - Students applying to Early Action programs (which typically have November deadlines) find out from schools in December whether they've been admitted. Early Action admits still have until the regular May deadline to let the school know whether they plan to attend.

Common Application - This standardized application is accepted by many colleges. It reduces the amount of paperwork that students must do to apply to multiple schools. While many colleges will simply accept the Common Application in its entirety, a number of Common Application schools require that students also complete a "Common Application Supplement" that asks different or school-specific questions. Application can be found at commonapp.org If you are having trouble with Common App, check your web browser. It is best to use Mozilla Firefox or Google Chrome for Common App.

Ivy League - The Ivy League is an athletic conference that includes the following eight schools: Brown, Columbia, Cornell, Dartmouth, Harvard, Princeton, the University of Pennsylvania, and Yale.

Need Blind - If a college has a need blind admissions policy, students are admitted without regard to whether they are able to pay or whether they have made a request for financial aid.

Open Admission - Almost all applicants are accepted without serious examination of grades, test scores, etc. Most community colleges have open admissions policies.

Rolling Admission - Instead of having an application deadline and a common notification date, schools using rolling admissions notify students of admissions decisions throughout the admissions season. Sometimes, the time between submission of an application and a decision is only a few weeks

TOEFL - The Test of English as a Foreign Language is given to applicants for whom English is not a native language. Colleges require that such applicants take the TOEFL to demonstrate a basic ability to communicate in English.

ACT - A commonly used college admissions exam. Almost all colleges require that applicants take either the ACT or the SAT.

SAT - A commonly used college admissions exam. Almost all colleges require that applicants take either the SAT or the ACT.

SAT Subject Tests - Standardized tests that are offered in about 15 subject areas and are required by some colleges as part of the admissions process. Formerly called "SAT II's" or "Achievement Tests," these exams are typically used by more competitive colleges as a supplement to SAT or ACT scores.

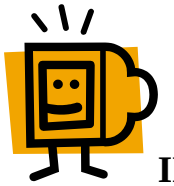
Reach School and Safety School – a reach school is a college where you do not quite meet the standards of the entering freshman class, but are close, or the college is highly competitive with students who have a similar academic record as you; a safety school is one where your admission is basically assured; i.e., state schools where admission is based solely on academics that you meet or your academics easily exceed their requirements

Waiving Rights - Many colleges have a part on their application recommendation form where they ask if you will or will not waive your rights to see what is written about you. If you are asking for a recommendation letter, you need to trust your counselor and teacher to write the very best letter that they can. **If you do not waive your rights, you are sending a message to the college that you have something to hide.**

Scholarship – "Free money" – you don't need to pay them back and are offered by many organizations.

Federal Pell Grant – Calculated through FAFSA form – Money awarded that you don't need to pay back. Based on family income.

Transcript – A record of a student's academic courses and grades, which is maintained by the school registrar.



INTERNET USE AND WEBSITE RESOURCES

The following websites are helpful in the college, career, and scholarship search.
Those marked with an * asterisk are sites we particularly recommend.

www.actstudent.org*	Register for the ACT, search for colleges, get career and financial aid information.
www.collegeboard.org*	Register for the SAT, order score reports, search colleges, get AP information, get financial aid information.
bigfuture.collegeboard.org*	Compare colleges side by side, get financial aid and scholarship information, research careers.
www.commonapp.org*	Allows you to apply to multiple colleges with just one application. Complete the application online and invite your counselor and teachers to write your recommendations.
www.okcollegestart.org *	Compare and choose schools in Oklahoma, create resumes, request transcripts from your counselor, find financial aid and scholarship resources.
www.collegeportraits.org*	Information on more than 325 public colleges and universities
www.ucan-network.org*	Profiles of private colleges and universities.
www.eligibilitycenter.org*	National Collegiate Athletic Association (NCAA) This site is for prospective college student athletes.
www.naia.org*	National Association of Intercollegiate Athletics (NAIA). This site is for prospective college student athletes.
www.cappex.com*	Create a profile that lets you look at colleges, evaluates your likelihood of being admitted, and sends you information on scholarships.
www.meritaid.com*	Lists scholarships at specific colleges for merit aid.
www.grockit.com*	Free ACT, SAT, and AP test prep.
www.zinch.com*	Find scholarships, showcase yourself, and connect with your dream college
www.fastweb.com*	National scholarship search service.
www.scholarship-grant.com	Resource for scholarship and grant websites.
www.nelnet.com	College planning and scholarship information.

www.blackstudents.com	Website with direct links to scholarships for African African American Students.
www.am-blk-coll.com	America's Black Collegians' scholarship information.
www.hsf.net	Hispanic Scholarship Fund.
www.finaid.org	Financial aid information.
www.collegeanswer.com/scholarships	Sallie Mae scholarships.
www.findtuition.com	Free scholarship search.
www.youniversitytv.com	Video tours of colleges.
www.collegemajors101.com	Information on college majors and careers.
www.collegedata.com	College match, EFC estimator, estimates chance of admission, scholarship finder.
www.collegeweeklive.com	Participate in live chats with various universities.
www.mycollegeoptions.org	Connects you with colleges and universities based on your academic profile plus matching you with available scholarships.

WISE TIPS ABOUT COMPUTER AND INTERNET USAGE

- Create an email account with your name for all of your college correspondence i.e., luke.skywalker@gmail.com and taylor-swift@yahoo.com
- If you do not have an email account, set one up immediately.
- **Check your email often**. E-mail is often how colleges let you know if you have been accepted to their school and send you information on financial aid and scholarships.
- Colleges may assign you a university e-mail address once you've been accepted (example: luke.skywalker@ou.edu or taylor-swift@okstate.edu). **Check it OFTEN!**
- If colleges you are applying to email you links or surveys, click on them/complete them. This is one way universities track your level of interest in them!
- Store your college application and ACT/SAT passwords and user names in your cell phone.
- Be careful about Facebook posts and other social media that paint you in a less desirable light to the colleges. Rants about your former best friend do not need to be discussed in an admissions meeting. YES, colleges WILL look you up on social media.
- Be careful about twitter posts and text messages. Someone may forward it to an admissions office.
- It is a small world—colleges have representatives in Tulsa and relatives and friends. Keep your social posts and messages clean!!
- Colleges DO search applicants in social media and unflattering information can jeopardize your admission.

TESTING INFORMATION

Most colleges require either the ACT or SAT test for admission. We encourage all students to take at least one of these tests by the end of their junior year. **If you have not yet taken one of these tests, you need to arrange to do so ASAP**. The ACT and SAT are designed to assess each student's general educational development and ability to complete college level work. Students are encouraged to check with the colleges they are applying to find out what tests are necessary for admission. For ACT go to actstudent.org or for SAT go to collegeboard.org

ACT TEST DATE	ACT Registration Deadline
September 10, 2016	August 7
October 22, 2016	September 16
December 10, 2016	November 4
February 11, 2017	January 13
April 8, 2017	March 3
*June 10, 2017	May 5

SAT TEST DATE	SAT Registration Deadline
October 1, 2016	September 1
November 5, 2016	October 7
December 3, 2016	November 3
January 21, 2017	December 21
March 11, 2017	February 10
May 6, 2017	April 7
*June 3, 2016	May 9

Test not given at BTW on dates marked with *

Registration for ACT or SAT is done online. You may register online with a credit card number at www.collegeboard.com for the SAT or www.actstudent.org for the ACT test.

Be sure to include your **high school code (373590)** so your score reports will be sent to BTW.
ACT cost is $42.50 without the writing test and $58.50 with the writing test. It is recommended that you take it at least once with the writing portion. Late fee is an additional $27.50.
SAT is $45. SAT with essay is $57. Students applying to selective colleges may need to take the Subject tests. Subject tests and the regular SAT test cannot be taken on the same date.

Students with a **high financial need** may see their counselor about the possibility of a fee waiver. You must be on the free/reduced lunch program to receive a fee waiver. Please do not wait until the last day to register for the test to request a fee waiver. Meet with your counselor at least one week before to assure that a fee waiver is available. If you register late, you will have to pay the late fee.

Students on free and reduced lunch are limited to a **total** of 2 ACT fee waivers, 2 SAT fee waivers, and 2 SAT Subject test fee waivers. Waivers may be only be used during the junior and senior years.

FINANCIAL AID

Approximately eighty five percent of money given to students going to college comes in the form of financial aid. This means that only fifteen percent is given in the form of scholarships. In order to apply for financial aid, the student must find out which forms are required by the college or university. Most universities require the FAFSA (**F**ree **A**pplication for **F**ederal **S**tudent **A**id). FAFSA can be submitted as early as **OCTOBER 1** this year. This is a change from years past. You can also now use your previous year's tax information to complete it. So for the Class of 2017, you will use your 2015 tax information to complete your FAFSA. You can complete the FAFSA online, at www.fafsa.ed.gov Student AND parent will each need to request an FSA ID first which can be done at www.fafsa.ed.gov. Whether you think you qualify for Federal Aid or not, we highly recommend you file the FAFSA because this is what your colleges will use to determine your financial aid package. **If you are applying to private colleges out of state, they may require the CSS Profile (a specific financial aid form) in addition to the FAFSA**. You can Google search for "CSS Profile" to see which colleges require this form, but always double check with the college!

Financial aid is often awarded on a 'first come first serve' basis; consequently, early application may result in a more attractive aid package.

FINANCIAL AID CHECKLIST

-Don't eliminate college because of high costs until you have checked into financial aid.
-Apply for admission: colleges will not consider your eligibility for financial aid until you have applied for admission.
-Contact the financial aid office at each college where you have been accepted. The financial aid officer will get you all the information on aid, including forms, grants, loans and scholarships.
-Meet all deadlines for financial aid: the number one reason for not receiving aid is not meeting deadlines or not filling out forms properly.
-Investigate private sources of financial aid. Check with every organization to which you or your parents belong. Sign up with scholarship and grant websites to search for money. Many website are listed on pages 8-9 in this handbook.

SCHOLARSHIP INFORMATION

Information on scholarships that are brought to the attention of the counseling office will be forwarded through **Hornetemail@gmail.com**, and posted in the counseling office. **Check your email DAILY!!** Also refer to pages 9-10 of this booklet for websites where you can find scholarships. It is the student's responsibility to meet all necessary deadlines. You must apply to a college or university before you apply for an institutional scholarship or financial aid. Some schools require that you fill out the FAFSA form before they process scholarship applications. Most universities offer a variety of scholarships for freshmen. These are based on academics, need, or specific areas of study, and usually require early application. It is best to contact the financial aid office at your college of choice and speak to a financial aid advisor on scholarships for which you may apply. Do not wait until May to do this; it will be too late.

Applying for scholarships can be time consuming so choose scholarships you are well qualified for to maximize your chances of being selected. There is no "magic formula" for getting scholarships. It takes research and time. Most are done online so a good place to start is with the websites on pages 9-10 of this booklet.

OKLAHOMA COLLEGES AND UNIVERSITIES

2 YEAR COLLEGES AND TECHNICAL SCHOOLS

INSTITUTION NAME	ADMISSION REQUIREMENTS	ACT TEST CODE	FAFSA NUMBER
Carl Albert State College Poteau, OK 918-647-1200	Open door	3430	003176
Connors State College Warner, Ok 918-463-2931	Open door	3392	003153
Eastern Ok State College Wilburton, Ok 918-465-2361	Open door	3396	003155
Northeastern Ok A & M Miami, OK 918-540-6000	Open door	3406	003160
Northern Ok. College Tonkawa, OK 580-628-6200	Open door	3410	003162
OKC Community College OKC, OK 405-682-1611	Open door	3431	010391
Oklahoma State Univ. Technical Branch, Okmulgee 800-722-4471	Open door	3425	003172
Redlands Community College El Reno, OK 405-262-2552	Open door	3398	003156
Tulsa Community College Tulsa, OK 918-595-7000	Open door	3441	009763
Western Ok State College Altus, OK 580-477-2000	Open door	3378	003146
Seminole State College Seminole, OK 405-382-9950	Open door	3436	003178

Open door admission refers to any resident of Oklahoma who has graduated from high school. Students entering Oklahoma two-year colleges are required to have 4 years of English, 2 years of lab science, and 3 years of math. For students with deficiencies in these areas the individual, colleges have programs to make up the deficiencies in those areas with no credit courses. Each of these schools requires an ACT test. Contact schools to confirm admission requirements.

OKLAHOMA 4-YEAR UNIVERSITIES

Most four year colleges and universities in Oklahoma require completion of the following courses:

- 4 years English
- 3 years History (to include U.S. History & citizenship)
- 3 years lab sciences
- 3 years math in high school
- 2 years other (from any of the above, computer science, or foreign language)

To find the most up to date admission requirements for any college or university, please visit that particular institution's website. Or you can go to bigfuture.collegeboard.org and search individual colleges and universities.

ALTERNATIVES TO COLLEGE

TO GO, OR NOT GO, TO COLLEGE?

It is not uncommon that many young people are unsure if they want to go to college directly after high school. What can you do if you are unsure about your plans? You need to start by clarifying the reasons you are feeling unsure. Talk with your parents and/or your counselors and look at alternatives.

If there is a chance that you may attend college at some point in your future, be sure to take the ACT and/or SAT college entrance tests so you have a score to provide them if you change your mind and attend.

Approximately 105,000 people graduate each year from schools accredited by the National Association of Trade and Technical Schools. In two years or less, you can learn the basics of any of 94 careers. For a free handbook about accredited schools and their programs write:

National Association of Trade and Technical Schools
2251 Wisconsin Ave, NW
Washington, DC 20007

Technical Schools
Also contact Tulsa Technology Center for local adult education classes at www.tulsatech.com. Their catalogs and information about classes are online. Beware of "for profit" technical schools that can charge high tuition fees. Look at state funded technical schools such as OSU IT and Tulsa Technology Center.

Military Service
The United States Armed Services offer a greater variety of technical, vocational and apprenticeship programs than do civilian schools. The Armed Services also provide financial assistance for qualified veterans who want to go to college. One of the main advantages to enlisting in the military is the opportunity to receive training in an occupation that could support you later in civilian life. Contact your counselor if interested in the Armed Services, and she will set up an appointment with a recruiter. Recruiters also makes visits to Booker T and are often available to speak with during lunch.

WHAT TO DO LAST
Just when you thought you were done!

-In May, register in the counseling office to have your final (8 semester) transcript sent to your chosen college
-Notify the colleges that you were accepted to but are not attending that you are declining their offer
-Send a deposit with your acceptance letter and forms
-Fill out housing application and send deposit
-See if the college requires any additional immunizations, such as hepatitis and meningitis
-Make appointments for medical and dental checkups before you leave for school
-Get a school calendar and plan transportation in advance for major holidays
-Set up an account to pay your bills and expenses in a bank that is convenient to your college
-Make your own list of things to take to school
-Give your counselor a list of any scholarships you received and their money amount
-Most importantly…..don't let senioritis get to you, **colleges can still change their minds and have been known to do so after receiving final grades**

2017 AP EXAM SCHEDULE
apstudent.collegeboard.org

WEEK 1	**Morning session**	**Afternoon session**
Monday, May 1	Chemistry Environmental Science	Psychology
Tuesday, May 2	Computer Science A Spanish Language and Culture	Art History Physics I: Algebra based
Wednesday, May 3	English Literature and Composition	Physics 2: Algebra based Japanese Language and Culture
Thursday, May 4	U.S. Govt and Politics	Chinese Language and Culture Seminar
Friday, May 5	U.S. History German Language and Culture	Computer Science Principles Studio Art portfolios due by 8 p.m. ET
WEEK 2		
Monday, May 8	Biology Music Theory	12 p.m.: Physics C: Mechanics 2:00 p.m. Physics C: Electricity and Magnetism
Tuesday, May9	Calculus AB Calculus BC	French Language and Culture Spanish Literature and Culture
Wednesday, May 10	English Language and Composition	Macroeconomics Italian Language and Culture
Thursday, May 11	World History Comparative Government & Politics	Statistics
Friday, May 12	Microeconomics Human Geography	Latin European History

2017 IB Exam Schedule

Date	Morning	Afternoon
1-May		Biology HL Paper 1 and 2
2-May	Biology Paper 3	Economics SL Paper 1
3-May	Econ SL Paper 2	English HL Paper 1
4-May	English HL Paper 2	Math Studies SL Paper 1, Mathematics SL Paper 1, Mathematics HL Paper 1
5-May	Math Studies SL Paper 2, Mathematics SL Paper 2, Mathematics HL Paper 2	
8-May		Japanese/Chinese/Russian SL Paper 1 Mathematics HL Paper 3, Latin SL Paper 1
9-May	Japanese/Chinese/Russian SL Paper 2, Latin SL Paper 2	History HL/SL Paper 1 and 2
10-May	History HL, Paper 3	
11-May	Music SL Paper 1	Chemistry HL/SL Papers 1 and 2
12-May	Chemistry HL/SL Paper 3	Psychology HL/SL Paper 1 World Religions SL Paper 1
15-May	Psychology SL Paper 2, Psychology HL Papers 2 ad 3, World Religions paper 2	Physics HL/SL Papers 1 and 2, Sports Exercise SL Papers 1 and 2
16-May	Physics HL/SL Paper 3, Sports Exercise SL Paper 3	Spanish HL/SL Paper 1
17-May	Spanish HL/SL Paper 2	
18-May		French HL/SL Paper 1
19- May	French HL/SL Paper 2	

MID YEAR REPORTS:
Some colleges require a Mid-Year Report. This means they want to see your first semester senior year transcript and the classes you are taking. They want to be sure you are keeping your grades up and not dropping rigor. Mid-Year Reports are submitted by your counselor, **but you are responsible for notifying your counselor that your college(s) requires this report.** Common App mid-year reports will be done automatically. You do not need to notify your counselor of those.

January 31 is the deadline for turning in Mid-Year Report form(s) to your counselor. Please pay for a copy of your transcript to go with it if it is not being done electronically. Check your college's admission guidelines to see which ones require a Mid-Year Report

TURN IN ALL FORMS TO YOUR COUNSELOR IN PERSON.

Tulsa Public Schools
Parental Authorization for Release of Student Records

I,_____, the parent/guardian of _____
(Print Parent/Guardian's Name) (Print Student's Full Name)

give permission to release copies of records pertaining to the above student to:

__X_____ the student

__X_____ the undersigned

__X_____ other (please indicate: "colleges", "scholarships," "coaches," "military")

Colleges, scholarships, coaches,_____
_____
_____

These records include, but are not limited to, attendance records, discipline records, and grades. I hereby release Tulsa Public Schools from any and all liability, which exists or may exist related to the release of these records.

This release is valid for the current school year only and a future request will require a new release.

_____ _____
(Date) (Parent/Guardian's Signature)

Tit. 51 §24A.16, Tit. 70 §6-115