
REGIONAL SCHOOL DISTRICT #19
Office of the Superintendent
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August 21, 2009

Dear Senior and Parents/Guardians:

As the school year unfolds and the post-secondary planning process evolves with it, we would like to provide you with information that may be relevant to your needs. **It's especially important to pay attention to what appears below because changes are in store that should streamline procedures and increase your accessibility to information.**

Counselors will be meeting with seniors over the next several days to conduct a credit check for graduation requirements, review information relative to the SAT I/II and/or ACT, and explain procedures regarding the solicitation of teacher recommendations. To help expedite this process, you are encouraged to contact your counselor ASAP to arrange an appointment

As for graduation requirements, enclosed you will find your academic transcript that depicts final grades and credits awarded for your first three years at EOSHS. We ask that you take time to review this transcript for accuracy and to make sure that you are scheduled in courses this school year that will satisfy the requirements that may remain unfulfilled at this time. Should you notice something awry, you need to contact your counselor immediately.

You should know, too, that students have been given an opportunity to share information with counselors that the latter may include in recommendations written in support of students and their pursuit of post-secondary options. Seniors should submit their **"personal statements"** to their counselors as soon as possible if they haven't done so already. Likewise, parents/guardians are encouraged to complete a **"parent brag"** sheet. Much like the student "personal statement", the information parents provide on this form may be extremely helpful to counselors when writing a supportive recommendation. Both the **personal statement** and **brag sheet are available on the Guidance Department EBoard (www.eosmith.org and click on EBoards)**. Simply download the forms, complete them, and email them as attachments to the appropriate counselor (email addresses are available in the Staff Directory).

Other information that may be helpful to you over the next several months is as follows:

- With the increasing popularity of **on-line applications** (of the 890 college applications submitted last year, 851 were done so online.), **students must inform their counselors when they have exercised this option.** This, by the

way, is often the colleges' preferred option as well. When choosing this option, the Guidance Department will then complete the remaining portion of the application (official academic transcript, counselor recommendation, school profile). We will then mail – either electronically when the option is available or in paper form - the completed application in its entirety to the college admissions office.

- **THE DEADLINE FOR COLLEGE APPLICATION REQUESTS TO BE SUBMITTED TO THE GUIDANCE OFFICE IS DECEMBER 1ST.** All applications submitted by this date will be processed and mailed before the December vacation. All applications submitted after December 1st will be handled in the order that they have been received. It should be emphasized that there are several advantages for students in the admissions process when submitting applications to colleges early in the process.
- A **financial aid workshop** has been tentatively scheduled for **December 9th** (7 PM at E.O Smith High School), at which time a member of the UCONN Financial Aid Office will review in step-by-step fashion the **FAFSA** required by the federal government when seeking financial aid from colleges. The FAFSA will be available on line (preferred option) as well as in paper form in the Guidance Office by early December.
- Please be reminded that, although we will include SAT/ACT scores in material that we provide colleges to which you apply, **each student is responsible for contacting The College Board/ACT to have official scores released to the schools of her/his choice.**
- Students who will need **teacher recommendations** for college applications are asked to **provide the email addresses of the admissions offices for those schools to which they intend to apply.** Teachers will then forward their recommendations to the colleges via email.
- If you plan to participate in a sport at an NCAA Division I or II college, you must complete a preliminary **NCAA Clearinghouse** form. This may be done at www.naaclearinghouse.net. Please make certain to contact your counselor if you have questions about this process.
- Make certain to check with schools regarding **audition dates or portfolio requirements** if you have an interest in a specific field of study that would require either. Again, you are encouraged to contact your counselor if you have questions or concerns about this.
- Announcements are being made weekly regarding **scholarship and open house (for colleges) information.** We will be updating this information regularly in Naviance (available on the Guidance page at www.eosmith.org). We encourage you to check this site frequently for new information.

- We encourage you to make full use of Naviance, an online database and reference tool that offers a wealth of information specific to EOS students and postsecondary options. Students have been given their own passwords to log into their accounts. Parents have access as well but will need their own passwords and should contact the Guidance Department (www.guidance@eosmith.org) for this information. In order to receive a password, you will need to provide an email address. **We encourage you to secure a password and to provide an email address. It is our intent to communicate regularly via email.**
- Some colleges and universities may require completion of the **CSS/Financial Aid PROFILE**. The PROFILE application process will be an exclusively online service this school year. The URL for PROFILE Online is www.collegeboard.com. Click on the CSS/PROFILE link under “Pay for College.” There is a \$5 registration fee, and the reporting fee will be \$18 for each college or scholarship program. The College Board will begin accepting 2009-10 PROFILE registrations on October 1st. Make certain that it is absolutely required by the school(s) to which your child will be applying in order to be eligible for financial aid. In most instances, the FAFSA (federal government form referred to earlier) is all that is needed.

Finally, you are encouraged to contact us with any questions you may have about the aforementioned information. Otherwise, we will keep you apprised of important dates and events as the year progresses, and we look forward to working with you during this very important year in your life.

Sincerely,

Doug Melody
Director of Guidance