



COLLEGE PLANNING FOR JUNIORS & THEIR FAMILIES

Part II • **MIDDLEBOROUGH HIGH SCHOOL** • Spring 2019

www.middleboro.k12.ma.us/Page/1084
@Sachem_Guidance

What You Should Be Doing Over the Summer





Junior Timeline

April

- Attend the **College Planning for Juniors – What Should I be Doing Over the Summer** workshop on Thursday, April 25, 2019 at 6:30pm.

May

- May 3, 2019 deadline to register for the June 1, 2019 SAT Reasoning or Subject Test(s).
- Consider taking the ACT Test if interested. May 3, 2019 deadline to register for the June 8, 2019 ACT test.
- May 4, 2019 SAT Reasoning and Subject tests administered.
- May 21, 2019 9:00am-11:00am New England Association for College Admissions Counseling Spring College Fair. Bridgewater State University, Tinsley Center.
- Continue to research colleges on Naviance.
- Begin to narrow down your college list.
- **KEEP YOUR GRADES UP!**

June

- June 1, 2019 Take the SAT Reasoning Test if you have not already done so.
- June 5, 2019 Attend the MHS Career Fair.
- June 8, 2019 ACT Test administered.
- Ask a teacher if they would be willing to write a letter or recommendation, on your behalf, for college. ****Do Not Seek Out Your Teacher During Class Time!****
- Ask your guidance counselor any final questions before you leave for the summer.
- Consider taking the ACT Test if interested. June 14, 2019 deadline to Register for the July 13, 2019 ACT test.
- **KEEP YOUR GRADES UP!**

July

- Continue to visit colleges.
- Write a rough draft of your essay.
- July 13, 2019 ACT Test administered.
- Review and update your Teacher Recommendation, Guidance Counselor Recommendation and Activities Sheets, respectively.
- Start checking to see if the colleges you are applying to have posted the Fall 2019 Freshman applications.
- Set-up an on-line account with the colleges that you are applying to and/or the Common Application (www.commonapp.org). ****TYPE THE EMAIL ADDRESS AND PASSWORD YOU USED IN YOUR CELL PHONE!!!****
- Start downloading and filling out applications.
- July 26, 2019 deadline to register for the August 24, 2019 SAT Reasoning or Subject Test(s).
- Attend the MHS College Application Boot Camp the week of either; July 29-August 2, 2019 or August 5-9, 2019.

August

- Attend the MHS College Application Boot Camp the week of either; July 29-August 2, 2019 or August 5-9, 2019.
- August 24, 2019 SAT Reasoning and Subject Test(s) administered.
- Register for either the October or November SAT.
- Verify if your perspective colleges require SAT Subject Test(s). If so, be sure to register for the test(s).
- Have a rough draft of your essay completed.

September

- September 6, 2019, deadline to register for the October 5, 2019 SAT Reasoning or Subject Test(s).
- Attend the Senior Workshop *"The Nuts & Bolts of Applying to College"*.
- Updated GPA's will be posted on your Naviance account.

LOOKING AHEAD



CLASS of 2020

COLLEGE PLANNING WORKSHOP - Part II

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A Word From Guidance

Your guidance counselor is here to advise you during the college planning process. Our job is not to choose your colleges or to get you admitted, but to direct you in the exploration of possibilities, to help you make more knowledgeable choices, and to help guide you through the application process.


We can bring facts about you and your background to the college's attention. Your job is to help your guidance counselor highlight your unique qualities, personal strengths, and special circumstances.

Remember, in most cases, you are looking to make a four-year commitment. Be yourself! Don't try to be what you think the colleges want you to be! Choose your college because it is the right one for you and you are right for it!

What You Should Have Already Done

A Review of the Previous Workshop

Please refer back to the "Where to Begin" workbook for information that was previously distributed.



Where to Begin

This workshop was presented to students & parents on Tuesday, February 7, 2019 in the Middleborough High School auditorium.

If you were unable to attend, please go to our website at:

www.middleboro.k12.ma.us/Page/1084

Click on the Junior Information link to view the *College Planning for Juniors & Their Parents-Where to Begin* workbook and that evening's presentation.

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Timeline

February 2019

- Attend the College Planning for Juniors & Their Families - Where to Begin workshop on February 6, 2018.
- Class rank & GPA's will be posted on Naviance.
- Investigate the different types of SAT preparation options.
- Log onto you Naviance account, do a college search and begin to develop a list of colleges that you would like to find out more about.

March 2019

- Continue researching colleges on Naviance.
- March 9, 2018 deadline to register for the ACT.
- Check with colleges that you are considering to see if you should be taking the SAT Subject Test(s).
- Go to www.collegeboard.com and register for the May 5, 2018 SAT.

April 2019

- April 6, 2018 deadline to register for the May 5, 2018 SAT Reasoning or Subject Test(s).
- Set up college tours with the admissions offices for April vacation.
- Attend the National College Fair at the Boston Convention & Exhibition Center on April 12 or 13, 2018.
- April 14, 2018, ACT administered.
- Send a "Thank You" note to the people who interviewed/showed you around campus.
- Attend the College Planning for Juniors & Their Families-What Should I be Doing Over the Summer workshop on Thursday, April 26, 2018 at 6:30pm
- Continue researching colleges on Naviance
- Begin to narrow down your college list.

Testing Information



The ACT is an achievement-based test that coincides with the general curriculum. It is not an aptitude or an IQ test. Instead, the questions on the ACT are directly related to what you have learned in your high school courses. There are five sections which consist of English, Mathematics, Reading, Science and an optional Writing test. **Students should take the writing section.** The ACT is scored on a scale of 1-36 with 20 being considered an average score. Most colleges and universities recognize the ACT as being comparable to the SAT. Some students elect to take the ACT in lieu of and in addition to the SAT Reasoning Test. In addition, some colleges will accept ACT scores in lieu of SAT Subject Tests. Please see the testing dates below.

ACT Test Dates & Deadlines		
Test Date	Registration Deadline	Late Registration Deadline
06/08/19	05/03/19	05/20/19
07/13/19	06/14/19	06/24/19
10/26/19	09/20/19	10/04/19
12/14/19	11/08/19	11/22/19

- ▶ **MHS is not a test site for the ACT.**
- ▶ You must register with a credit card online at www.actstudent.org.
- ▶ Registration for the ACT Test is \$46.00 without the writing section and \$62.50 with the writing section
- ▶ If you receive free or reduced lunch, see your guidance counselor for a fee waiver
- ▶ There is an additional fee of \$29.50 to register late--try to avoid this!



The SAT Reasoning Test is a measure of the critical thinking skills you will need for academic success in college. The SAT assesses how well you analyze and solve problems--these are skills you have learned in school and will need in college. The SAT is typically taken by high school juniors and seniors. Each section of the SAT is scored on a scale of 200-800 with 500 being considered an average score. It is administered seven times a year. Please see the testing dates below.

SAT Reasoning Test Dates & Deadlines		
Test Date	Registration Deadline	Late Registration Deadline
*05/04/19	04/05/19	04/24/19
06/01/19	05/03/19	05/22/19
08/24/19	07/26/19	08/13/19
10/05/19	09/06/19	09/24/19
*11/02/19	10/03/19	10/22/19
12/07/19	11/08/19	11/26/19

- ▶ ***MHS is a test site on this date.**
- ▶ You must register with a credit card online at www.collegeboard.com
- ▶ Registration for the SAT Reasoning Test is \$46.00 without the essay and \$60.00 with the essay.
- ▶ If you receive free or reduced lunch, see your guidance counselor for a fee waiver.
- ▶ There is an additional fee of \$29.00 to register late – try--to avoid this!
- ▶ You cannot take the SAT Reasoning and Subject Tests on the same day.



The SAT Subject Tests are designed to measure your knowledge and skills in particular subject areas, as well as your ability to apply that knowledge. Students take the Subject Tests to demonstrate to colleges their mastery of specific subjects like literature, history, mathematics, science, and world language.

Not all colleges require students to take the SAT Subject Test. While you're developing your potential list of schools, you should note whether or not the colleges/universities that you are considering recommend or require you to take the exam. Colleges that do require these subject tests typically want you to take either Math I or II plus 1 or 2 subjects of your choice. It is the student's responsibility to inquire from each college/university if SAT Subject Test are required part of the application process. Please be cognizant that while some colleges/universities do not require all of their applicants to take the SAT Subject Tests, they may require them for a specific major.

SAT Subject Test Dates & Deadlines		
Test Date	Registration Deadline	Late Registration Deadline
*05/04/19	04/05/19	04/24/19
06/01/19	05/03/19	05/22/19
08/24/19	07/26/19	08/13/19
10/05/19	09/06/19	09/24/19
*11/02/19	10/03/19	10/22/19
12/07/19	11/08/19	11/26/19

- ▶ *** MHS is a test site on this date.**
- ▶ You must register with a credit card online at www.collegeboard.com.
- ▶ Registration for the SAT Subject Test is a \$26.00 basic registration fee + \$21.00 per subject test (Except Language Tests with Listening).
- ▶ The Language Tests with Listening is \$26.00.
- ▶ There is an additional fee of \$29.00 to register late.
- ▶ You cannot take the SAT Reasoning Test and Subject Tests on the same day.
- ▶ You may take as many as three one hour SAT Subject Tests on a single day, but we recommend taking no more than two tests on a given day.

****So When Do I Take These Tests?****



If you have not already taken either the March 2019 SAT Reasoning Test or registered to take the May 4, 2019 SAT Reasoning Test, It is strongly recommended that you register ASAP for the June 1, 2019 SAT Reasoning Test. The deadline to Register online is May 3, 2019.

It is recommended that you take the SAT Reasoning test twice, once in the Spring of your junior year and again in either August, October or November of your senior year (depending on your earliest application deadline).



If a college/university that you are applying to requires SAT Subject Tests as part of the application process, and you have already taken the SAT Reasoning Test, then the June 1, 2019 Sat Subject Test would be a good opportunity for you. There are also test dates in August, October or November (depending on your earliest application deadline).

For those students who received a letter from the Department of Elementary & Secondary Education and intend to submit an application for the Stanley Z. Koplik Certificate of Mastery, you may need to take an SAT Subject test. For more information go to www.doe.mass.edu/FamComm/Student/mastery.html.



Most of our students take the SAT. You may choose to take both the SAT and the ACT, but both are not required, as colleges/universities will accept either test.

If you have taken the SAT twice and are not satisfied with your scores, it is recommended that you switch and take an ACT.

Teacher Recommendations

LETTER OF RECOMMENDATION INFORMATION FOR TEACHER	
<small>Please read across this form</small>	
PERSONAL INFORMATION	
Name	Address
Phone	City
CAREER INTERESTS	
Major	Minor
<small>Describe when and how your intended college major/minor choice evolved. Be as specific as possible citing experiences and events which impacted your decision.</small>	
COURSE INFORMATION	
Teacher	Class you took with him/her
Overall Grade	
REASONS FOR ASKING ME TO WRITE YOU THIS LETTER	
THREE WORDS THAT DESCRIBE YOUR WORK, BEHAVIOR, PARTICIPATION AND ATTITUDE IN MY CLASS	
<small>Please explain why you chose each one.</small>	
1.	2.
3.	
FAVORITE TOPIC/ASSIGNMENT/ACTIVITY IN MY CLASS	
<small>Please explain your answer.</small>	
LEAST FAVORITE TOPIC/ASSIGNMENT/ACTIVITY IN MY CLASS	
<small>Please explain your answer.</small>	
YOUR BEST MOMENT ACADEMICALLY IN MY CLASS	
<small>Please explain your answer.</small>	

Very Important!!!
*If you have not already done so,
 you should ask 1-2 of your junior teachers
ASAP
 if they would be willing to write you
 a letter of recommendation in the fall!*

Your teacher's recommendation will highlight your academic performance. A copy of this letter will be sent to each school to which you apply.

In order for your letter to be composed, you must complete the Teacher Recommendation form located in the **Document Resources** on the bottom left hand side of your Naviance homepage. After completing this form, **save it as a Word Document, outside of Naviance**, to either your desktop or a flash drive. Then go back to your Naviance and click on the **About Me tab**, (at the top of your homepage), scroll down to **My Stuff**, and click on **Journal**. Add New Entry and be sure to share this document with your counselor.

When you return in the fall, you will need to provide your teacher with a copy of your completed teacher recommendation form.

When completing the **Teacher Recommendation** form, you should provide as much detailed information as possible in order to assist the teacher in writing your letter. If the question is "*My proudest accomplishment in your class*," be sure to provide details such as a well-written paper, a project that you excelled at, or a presentation you did well on. These details provide the teacher with information to reference in your letter. ****Do not write: "*My Proudest Accomplishment in your class was getting an A.*"** It's important that you explain why this is an accomplishment.

Who Might You Ask?

- ▶ One teacher from junior year, who can speak to your current academic achievement.
- ▶ Select a teacher who you feel knows you the best.
- ▶ A teacher who you've had more than once.
- ▶ Consider your potential major when asking a teacher for a letter. You should ask a teacher from a related discipline, i.e. if you are considering engineering, science or health sciences as a major, then you should ask a science or math teacher for a letter.

What Not To Do

- ▶ Do not ask teachers you had in 9th & 10th grade unless you currently have them or will be enrolled in their class senior year. The reason you do not ask 9th & 10th grade teachers is because your academic work has improved since then.
- ▶ If you are asking more than one teacher for a letter of recommendation, **make sure that they are not from the same discipline.**

Guidance Counselor Rec

LETTER OF RECOMMENDATION INFORMATION FOR GUIDANCE COUNSELOR			
PERSONAL INFORMATION			
Name:		Social Security #:	
E-mail:		Telephone:	
FAMILY INFORMATION			
Father's Name:		Occupation:	
College/University:		Degree:	
Mother's Name:		Occupation:	
College/University:		Degree:	
Siblings (Name & Birth Date):		Age:	
College/University:		Degree:	
COLLEGES/UNIVERSITIES I AM APPLYING TO			
Please list the colleges/universities that you are applying to in order of the earliest deadline to the latest deadline.			
College/University	Application Deadline	College/University	Application Deadline
1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		10.	
TEACHER WRITING YOUR RECOMMENDATION			
Teacher:		Counselor (Name and Title):	
ACADEMICS			
Grade Point Average	Self Scores	Test Date	Test Score
Class Rank	CP	CP	CP
Additional Academic Information:			
THREE ADJECTIVES THAT BEST DESCRIBE ME			
1.	2.	3.	

Your guidance counselor's recommendation will highlight academic performance, personal characteristics and extracurricular contributions. A copy of this letter will be sent to each school to which you apply.

In order for your letter to be composed, you must complete the in the **Document Resources** on the bottom left hand side of your Naviance homepage. After completing this form, **save it as a Word Document, outside of Naviance**, to either your desktop or a flash drive. Then go back to your Naviance and click on the **About Me tab**, (at the top of your homepage), scroll down to **My Stuff**, and click on **Journal**. Add New Entry and be sure to share this document with your counselor.

When you return in the fall, you will need to provide your counselor with a copy of your completed counselor recommendation form.

- ▶ It is important that you take your time completing the Guidance Counselor Recommendation form.
- ▶ It is meant to assist your counselor in writing your letter of recommendation.
- ▶ The more detailed information you provide allows your counselor to better highlight your uniqueness, individuality.

A sample of this form is located in the back of this workbook.



Activities Sheet

MIDDLEBOROUGH HIGH SCHOOL ACTIVITIES SHEET				
Name		Year of Graduation		
Activity	Office or Position Held	Years	Honors or Awards	
Athletics				
Music & Drama (Band, Chorus, School Plays or Musicals, Choir, etc.)				
School Publications (School Newspaper, Library Magazine, Yearbook)				
Student Government/Class Offices (Student Council, Class Officers, Committees)				
Honors (National Honor Society, Best Awards, etc.)				
Clubs or other Programs				
Community Service (JHS Tutoring, Curator Agencies, Hospitals, Schools, Athletic Programs, etc.)				
Organization	Description of Volunteer Service	Hours	Length of Service	

In order to showcase all of your activities for your guidance counselor, you need to complete the Activities Sheet. The Activities Sheet is located in the **Document Resources** on the bottom left hand side of your Naviance homepage. After completing this form, **save it as a Word Document, outside of Naviance**, to either your desktop or a flash drive. Then go back to your Naviance and click on the **About Me tab**, (at the top of your homepage), scroll down to **My Stuff**, and click on **Journal**. Add New Entry and be sure to share this document with your counselor.

When you return in the fall, you will need to provide your counselor with a copy of your completed Activities Sheet.

***This document will also be needed when you apply for scholarships in the spring.**

A sample of this form is located in the back of this workbook.



Sample of What to List on Your Activities Sheet

In School Activities

Anime Cub
Baseball Fr/JV/Varsity
Basketball Fr/JV/Varsity
Cheerleading Fr/JV/Varsity
Chess Club
Class Officer
Close Up Washington
Community Service/Volunteer Work
Cross Country Fr/JV/Varsity
English Honor Society
Envirothon
Field Hockey Fr/JV/Varsity
Football Fr/JV/Varsity
French Honor Society
Gender & Sexuality Alliance (GSA)
Golf Fr/JV/Varsity
History Honor Society
Ice Hockey Fr/JV/Varsity
Indoor Track Fr/JV/Varsity
Jazz Band
Key Club
Lacrosse Fr/JV/Varsity
Majorettes
Mathematics Honor Society
Mathematics Team
National Honor Society
Russian Honor Society
Sachem Supporters
Sachem TV
SADD
School Council
Science Honor Society
Silver M Honor Society
Soccer Fr/JV/Varsity
Softball Fr/JV/Varsity
Spanish Honor Society
Speech & Theater Workshop
Student Advisory
Student Council
Swimming Fr/JV/Varsity
Tennis Fr/JV/Varsity
Track & Field Fr/JV/Varsity
Tri-M Music Honor Society
Volleyball Fr/JV/Varsity
Womens Advocacy
Wrestling Fr/JV/Varsity
Yearbook (Timeron)
Youth & Government
Youth Environmental Service Society (YESS)

Out of School Activities

Babysitting
Baseball Club/Town
Basketball Club/Town
Boy/Girl Scouts
Boxing
Cheerleading Club/Town
Church/Temple/Mosque Involvement
Community Service/Volunteer Work
Dance
Field Hockey Club/Town
Flag Football Club/Town
Golf Club/Town
Horseback Riding/Equestrian
Ice Hockey Club/Town
Lacrosse Club/Town
Soccer Club/Town
Softball Club/Town
Swimming Club/Town
Tennis Club/Town
Track & Field Club/Town
Ultimate Frisbee
Volleyball Club/Town
Work

The College Interview



Not all colleges require an on-campus interview; many will not offer one at all. Check the college website/literature to determine the individual college's policy.

If a college recommends an interview, **take full advantage of the opportunity!** Don't be nervous. Remember, this is not just an opportunity for the college to find out about you, it is also an opportunity for you to find out about the college!

If the college/university recommends/requires an interview, here are some suggestions.

1. **Call the Admissions Office well in advance.** Schedules fill up early.
2. **Interview at your first choice school last.** This gives you a chance to compare your first choice college with all others. Even more important, you will be at your most experienced for that last interview.
3. **Bring your parents along.** The admissions counselor may want to involve them in the interview process but it also provides a good chance for your parents to talk with the financial aid counselor. *(If they plan on talking to a financial aid counselor, they should schedule an appointment in advance.)*
4. **Remember to be yourself** –Be relaxed! Dress nicely, not in extremes; be on time; show the interviewer that you know something about the college; let them know what interests you. Arranging the interview to follow a campus tour may be helpful.
5. **This is not an interrogation.** It is an exchange of information that is used to make the student-college match.
6. When you get home, **always write a Thank-You note to your interviewer.** This note will go into your admissions folder and can serve to supply any information you may have forgotten to give and reinforce the interviewer's memory of you.

Sample Questions You May Be Asked

- ▶ Why do you think you might like to come to this college?
- ▶ What 3 adjectives would your best friend use to describe you?
- ▶ What activities have you found you have enjoyed the most?
- ▶ What things do you do well?
- ▶ What strengths would you most like to develop?
- ▶ What do you do for fun?
- ▶ What issues concern you?

Sample Questions You Might Ask

- ▶ What is the most popular major on campus? Why?
- ▶ Is the college strong in my field of interest? If yes, how so?
- ▶ What extra-curricular activities and cultural opportunities are strongly supported by the college and student body?
- ▶ Will applying for financial aid have an impact on the admissions decision?
- ▶ What type of issues will get the students' attention at this campus?
- ▶ What are the computer requirements for this campus?
- ▶ Will I have an academic advisor? How are advisors assigned?
- ▶ Am I a competitive candidate for admission?

Application & Admission



Get organized now!

You will be better prepared in the fall and know what to expect as you move through the application process.

Before senior year you should:

- ▶ Work on finalizing your list of colleges.
- ▶ Complete a rough draft of your essay.
- ▶ Complete your teacher recommendation, guidance counselor recommendation and activities sheets on Naviance.

Here is a quick overview of the application process:

All college applications are not the same, some colleges only accept their own application while others accept the “**Common Application**” in lieu of theirs. You can check to see which schools accept the Common Application by going to www.commonapp.org and selecting the *Member Colleges & Universities* tab. If two or more of your schools accept the Common Application then it is worthwhile for you to complete this application.

The **major components of college applications** are:

1. **Application, Essay, & Fee** - Completed by you.
2. **Secondary School Report** - Completed by you and your Guidance Counselor.
3. **Recommendations** - One by your Guidance Counselor and one by a teacher (*unless otherwise stated by the college*).
4. **Transcript & School Profile** - Sent in by your Guidance Counselor, upon an electronic request through Naviance, by the student (*includes class rank & GPA for 9th, 10th & 11th grade*).
5. **Test Scores** - The student is responsible for requesting that College Board (SAT) and/or American College Testing (ACT) send your scores to the colleges you are applying to. (***The Guidance Department does not have the ability to send official scores!***)



Different Types of Application Deadlines

Application deadlines vary so be sure to check your dates and deadlines. If you are planning on applying **Early Action or Early Decision** you should begin working with your Guidance Counselor during the spring of your junior year to ensure they are prepared to meet an earlier deadline. It is important to note that colleges/universities do not necessarily use all of these different application deadlines.

There are five different types of college/university application deadlines:

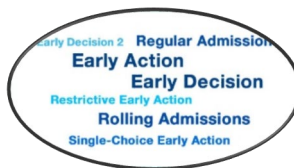
Early Action – Non-Binding. You may apply to as many colleges as you would like to. If accepted, you may wait until you receive the replies from the other colleges that you have applied to.
Nov. 1st-Dec. 15th

Early Decision – Legally Binding. You may only apply to one college for Early Decision. If accepted, you must withdraw all of your Non-Early Decision applications and enroll in the college that you were accepted Early Decision to.
Nov. 1st-Dec. 15th

Priority – Non-Binding. Similar to Early Action, but usually specific to the individual college.
Varies

Regular Decision – Non-Binding.
Jan. 1st-Apr. 15th

Rolling Admissions – Non-Binding. No deadline, but don't wait too long, if the college fills up early, you may be out of luck.
No Deadline



Important Information Needed To Complete Your College Applications

Middleborough's CEEB Code

221405

Middleborough High School Address

Middleborough High School
71 East Grove Street
Middleborough, MA 02346

School Phone

(508) 946-2014

Guidance Fax

(508) 946-8852

Principal

Mr. Paul F. Branagan Jr.

Guidance Counselors

Counselor's Name	Title	Phone Ext	E-Mail
Ms. Ash S. Baron	Guidance Counselor	3111	abaron@middleboro.k12.ma.us
Mrs. Amy B. Beirne	Guidance Counselor	3110	abeirne@middleboro.k12.ma.us
Mr. Stephen E. Goldman	Guidance Counselor	3133	sgoldman@middleboro.k12.ma.us

Class Size

TBA

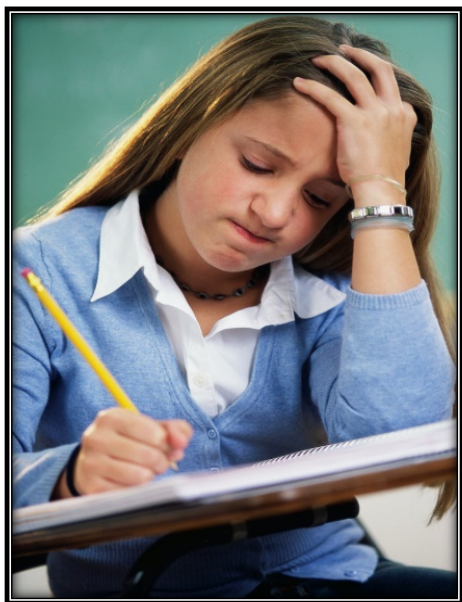
Years Attended Middleborough

09/2016-06/2020

Anticipated Date of Graduation

06/06/2020

The Essay



The essay is one of the most significant parts of the application package. It offers the college a glimpse into the person behind the transcript.

The essay is the most time-consuming part of the application. You should have a rough draft by the time you return to school in September.

The seriousness of your application is partially determined by your essay. A sloppy, quickly written essay indicates that you don't take the application seriously!

The essay is typically between 250-650 words in length.

****Start Early****

Tips for Writing Your Essay

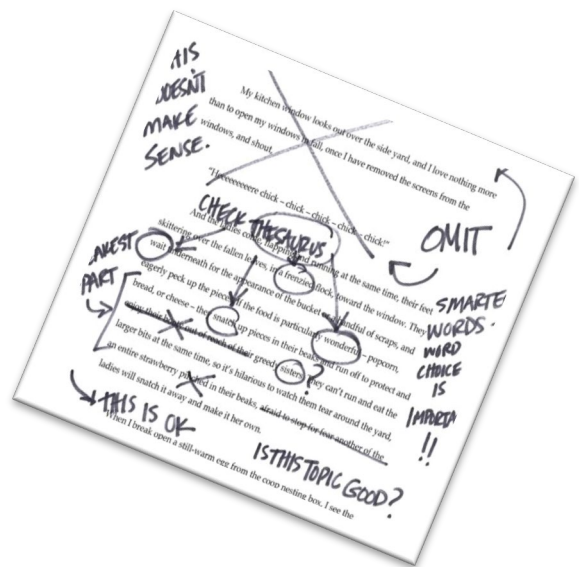
- ▶ Focus on using this space to introduce yourself, or a piece of yourself, to the admissions committee. Answer the question posed, but keep in mind that the experience or event described should be secondary to the main purpose of providing a personal introduction
- ▶ Answer the question and demonstrate how well you think in addition to your written communication skills. Remember to use "spell-check" on the computer.
- ▶ Be concise, specific, personal and honest. Don't lose yourself in your answer or the admissions counselor won't be able to find you in your essay.
- ▶ Write in your own "voice" – whether that is realistic, witty or imaginative - this speaks to who you are as much as the subject you write about.
- ▶ **Use proper grammar! Capitalize the beginning of sentences and proper nouns and use appropriate punctuation.**
- ▶ Teachers and counselors are an excellent resource for students – whether it is getting started or finishing up that seems to be difficult. Please do not hesitate to ask for help.
- ▶ Ask your English teacher to proofread your essays.



2019-2020 Common Application Essay Prompts

1. Some students have a background, identity, interest, or talent that is so meaningful they believe their application would be incomplete without it. If this sounds like you, then please share your story.
2. The lessons we take from obstacles we encounter can be fundamental to later success. Recount a time when you faced a challenge, setback, or failure. How did it affect you, and what did you learn from the experience?
3. Reflect on a time when you questioned or challenged a belief or idea. What prompted your thinking? What was the outcome?
4. Describe a problem you've solved or a problem you'd like to solve. It can be an intellectual challenge, a research query, an ethical dilemma - anything that is of personal importance, no matter the scale. Explain its significance to you and what steps you took or could be taken to identify a solution.
5. Discuss an accomplishment, event, or realization that sparked a period of personal growth and a new understanding of yourself or others.
6. Describe a topic, idea, or concept you find so engaging that it makes you lose all track of time. Why does it captivate you? What or who do you turn to when you want to learn more?
7. Share an essay on any topic of your choice. It can be one you've already written, one that responds to a different prompt, or one of your own design.

During the 2018-2019 application year, the most popular topic of choice was: "Share an essay on any topic of your choice. It can be one you've already written, one that responds to a different prompt, or one of your own design." (24.1%). The next most popular topics were: "Discuss an accomplishment, event, or realization that sparked a period of personal growth and a new understanding of yourself or others." (23.7%), followed by "The lessons we take from obstacles we encounter can be fundamental to later success. Recount a time when you faced a challenge, setback, or failure. How did it affect you, and what did you learn from the experience?" (21.1%).



Mark Your Calendars



New England Association for College Admissions Counseling

Spring College Fair

Bridgewater State University

Tinsley Center

Tuesday, May 21, 2019

9:00am-11:00am



COLLEGE APPLICATION BOOT CAMPS

July 29-August 2, 2019 12:00pm-2:00pm

July 29-August 2, 2019 5:00pm-7:00pm

August 5-9, 2019 12:00pm-2:00pm

August 5-9, 2019 5:00pm-7:00pm

Guidance Counselors and English teachers will work with students on setting up their Common Application accounts, entering information, completing forms and writing their college essay.

Cost \$75.00 Fee Waivers available for those who are eligible. See your Guidance Counselor for details.

Applications available in the Guidance Office



COLLEGE PLANNING FOR SENIORS & THEIR FAMILIES

The Nuts & Bolts of Applying to College

Wednesday, September 25, 2019

6:30pm



Financial Aid Workshop

Wednesday, October 23, 2019

6:30pm



Scholarship Information Night

February 2020



Sample Forms

LETTER OF RECOMMENDATION INFORMATION FOR TEACHER

Please word process this form

When completing this form, please state your answers and give some examples of why it was significant enough to list. Some examples of going deeper than one word answers or phrases would be to explain the non-academic lessons you learned and how the experience changed or moved you. Feel free to share any creativity you used in the classroom, how you work with others and/or your level of commitment to your classes.

PERSONAL INFORMATION

Name:		Telephone:		Email:	
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CAREER INTERESTS

Major:		Career:	
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Describe when and how your intended college major/career choice evolved. Be as specific as possible citing experiences and events which impacted your decision.

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COURSE INFORMATION

Teacher:		Class you took with me:		Overall Grade:	
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REASONS FOR ASKING ME TO WRITE YOU THIS LETTER

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THREE WORDS THAT DESCRIBE YOUR WORK, BEHAVIOR, PARTICIPATION AND ATTITUDE IN MY CLASS

Please explain why you chose each one.

1.		
2.		
3.		

FAVORITE TOPIC/ASSIGNMENT/ACTIVITY IN MY CLASS

Please explain your answer.

--

LEAST FAVORITE TOPIC/ASSIGNMENT/ACTIVITY IN MY CLASS

How did you deal with this?

--

YOUR BEST MOMENT ACADEMICALLY IN MY CLASS

Please explain your answer.

--

PROUDEST ACCOMPLISHMENT IN MY CLASS

You must be more specific than listing the grade you received! Why is this your proudest accomplishment?

--

AREAS YOU FEEL YOU IMPROVED/STRENGTHENED WHILE TAKING MY CLASS

Please explain your answer.

--

BIGGEST CHALLENGE YOU OVERCAME IN MY CLASS

What was the most difficult situation that you had to face? How did you handle that situation?

--

MY FUTURE GOALS ARE

--

SPECIAL CIRCUMSTANCES

Are there any special circumstances (during the period of time that you took my class) which had interfered with your academic performance? Consider such factors as excessive school activities, home responsibilities or difficulties, after-school job, illness or emotional stress, parental pressure or other factors.

--

LETTER OF RECOMMENDATION INFORMATION FOR GUIDANCE COUNSELOR

Please word process this form, save in the Journal folder in Naviance and email a copy to your guidance counselor.

PERSONAL INFORMATION

Name:		Advisory Rm #:	
E-Mail:		Telephone #:	

FAMILY INFORMATION

Name of Parent/Guardian 1:		
College(s) Attended	Degree(s)	Occupation

Name of Parent/Guardian 2:		
College(s) Attended	Degree(s)	Occupation

Names of Siblings	Age	School or College Attending

COLLEGES/UNIVERSITIES I AM APPLYING TO

Please list the colleges/universities that you are applying to in order of the earliest deadline to the latest deadline.

	College/University	Application Deadline		College/University	Application Deadline
1.			5.		
2.			6.		
3.			7.		
4.			8.		

TEACHER(S) WRITING YOUR RECOMMENDATION

Teacher(s)	Course(s) taken with teacher

ACADEMICS

SAT Scores:				ACT Scores:					
Test Date:	EBRW	Math	Combined	Test Date:	English	Math	Science	Reading	Composite
Academic Honors & Recognitions:									

THREE MOST ADMIRABLE QUALITIES

(Please explain each)

	Quality	Explanation
1.		
2.		
3.		

CAREER INTERESTS

Major:

Career:

Describe when and how your intended college major/career choice evolved. Be as specific as possible, citing experiences and events which impacted your decision.

WORK EXPERIENCE

What work experience has been most valuable to you? Has this experience influenced your career choice and, if so, how?

EXTRA-CURRICULAR ACTIVITIES AT MHS

What extra-curricular activities have been satisfying to you during high school? Why? Did you hold a leadership position, receive any honors or awards?

Activity	Office or Position Held	√ Years				Description of Experience
		9	10	11	12	

OUTSIDE ACTIVITIES/HOBBIES/SPECIAL INTERESTS

What are some of your out of school activities hobbies or special interests? How long have you been involved in them? Why are these important to you?

COMMUNITY SERVICE

What types of community service have you performed during your years at AWHs? What did you get out of these experiences?

HONORS & AWARDS

Academic Achievement, All-Star, Band & Music Awards. Please include years received.

MY PROUDEST ACCOMPLISHMENT

Either personal or academic – don't be modest and give examples of why.

WHAT ARE YOUR FUTURE GOALS & DREAMS

HOW DO YOU FEEL YOU HAVE GROWN AS A PERSON SINCE FRESHMAN YEAR

SPECIAL CIRCUMSTANCES

Are there any special circumstances (in your recent experience or background), which have interfered with your academic performance? Consider such factors as excessive school activities, home responsibilities or difficulties, after-school job, illness or emotional stress, parental pressure, or other factors.

WHAT QUALITIES DO YOU HOPE TO BRING TO THE COLLEGE THAT YOU ATTEND



MIDDLEBOROUGH HIGH SCHOOL

ACTIVITIES SHEET

Name: Ima B. Student

Year of Graduation:

2019

Activity	Office or Position Held	√ Years				Honors or Awards
		9	10	11	12	
Athletics						
Soccer	Defense; Captain, 12	X	X	X	X	MVP 11, 12; League All-Star 12
Basketball	Forward		X	X	X	
Track & Field	400m, Shot-put			X	X	Most Improved Player, 11

Music & Drama (Band, Chorus, School Plays or Musicals, Crew, etc.)						
South Pacific	Lead Actress				X	
Little Shop of Horrors	Chorus			X		
Oklahoma!	Back Stage Crew		X			

School Publications (School Newspaper, Literary Magazine, Yearbook)						
Yearbook	Member 11 Editor in Chief 12			X	X	

Student Government/Class Offices (Student Council, Class Officers, Committees)						
Student Council	Member 10: Treasurer 11; Vice President 12		X	X	X	
Class Steering Committee	Member	X				

Honors (National Honor Society, Book Awards, etc.)						
National Honor Society	Member, Vice President 12			X	X	
Tri-M Music Honor Society	Member				X	

Clubs or other Programs						
Key Club	Member 11, 12			X	X	
Math Team	Member 10, 12		X		X	
Anime Club	Member 9	X				
GSA	Member 10, 12; Secretary 11		X	X	X	

Community Service (NHS Tutoring, Outside Agencies, Hospitals, Schools, Athletic Programs, etc.)			
Organization	Description of Volunteer Service	Hours	Length Service
My Brother's Keeper Food Drive	Deliver food to homeless shelters	3 hrs x 2x/yr	4 years
Relay for Life	Fundraised/Captained team for the American Cancer Society	24 hrs x 1x/yr	3 years
Girl Scouts of America	Coordinated Annual Blood Drive	15 hrs x 2x/yr	2 years
NHS Tutoring	Tutored students in Algebra & Geometry	1 hr/wk	1 year

Work Experience			
Employer	Position - Job Description	Hours Per Week	Length Employment (mm/yyyy-mm/yyyy)
3 Different Families	Babysitter	6-10 hrs	09/16-Present
Stop & Shop	Cashier	25 hrs	12/17- 08/19

Glossary of Terms

Academic Reference -- a letter of reference written by a teacher in one of the core subject areas of math, science, English, foreign language or social sciences.

ACT (American College Testing) -- a college entrance test that measures English, math, reading and science reasoning, with an optional writing section.

Admissions Counselor -- a member of the college admissions office staff that advises and interviews prospective students.

AP (Advanced Placement) -- college level courses offered to sophomore junior and senior year students. Students are required to take an AP exam after completing the required course and may be eligible to receive college credit at the college they attend.

Barron's -- the name of a publisher that indexes American colleges according to degree of admissions competitiveness.

CEEB # -- Middleborough's code is 221405. The College Entrance Examination Board maintains a numbered registry of high schools, colleges, college majors, scholarship programs, test centers and college majors.

Class Rank -- a numerical designation of where a specific student stands in relation to the total number of students in their class as determined by GPA (i.e. 85 out of 170)

College Board -- a not for profit membership association whose mission is to connect students to college success and opportunity. College Board produces the PSAT, SAT Reasoning, SAT Subject and AP exams and the CSS/Financial Aid Profile.

Common Application -- an internet based application that is utilized by a growing number of member colleges and universities.

CSS Profile -- a financial aid form that is completed in the senior year and required by some private colleges and universities. Accessed through the College Board. There is a charge to submit this form to colleges.

Early Action -- an application made to a college under an early deadline. It is non-binding, meaning if accepted the student is not bound to attend and may apply to other colleges if desired.

Early Decision -- an application made to a college under an early deadline. A student may only apply to one college under early decision. If accepted, the student must immediately withdraw all other applications and is legally bound to attend that college.

FAFSA (Free Application for Federal Student Aid) -- A financial aid form that is required by most colleges and universities. It is accessed through the government's website at www.fafsa.ed.gov. There is no charge to submit this form to colleges.

Financial Aid -- There are several different types of financial aid:

- **Pell Grants** -- Federal funds that are free money. They do not have to be repaid
- **PLUS Loans** -- Federal funds that are repaid by the parent
- **Stafford Student Loans** -- Federal funds that need to be repaid by the student
- **Work Study** -- money that the student earns while being employed on campus

GED (General Education Development) -- See HiSET.

GPA (Grade Point Average) -- a quantitative average of a student's grades and course levels over their high school career.

Guidance Counselor -- a professional school staff member who assists students with their academic, social and emotional needs.

HiSET (formerly known as the GED) -- By taking the HiSET® exam, you can earn a state-issued high school equivalency credential which you can use to advance your career, join the military, begin a training program or continue your education. The HiSET exam is the fastest-growing high school equivalency test.

John & Abigail Adams Scholarship – an award of free tuition to a Massachusetts public college or university based on MCAS scores.

Kaplan – a for profit test preparation company. www.kaplan.com

Letter of Recommendation Info Sheet-Guidance Counselor – an informational form completed by the student providing background information and career interests to help their Guidance Counselor write a letter of recommendation. Available on Naviance through the Document Library.

Letter of Recommendation Info Sheet-Teacher -- an informational form completed by the student providing background information and career interests to help their teacher write a letter of recommendation. Available on Naviance through the Document Library.

Mid-Year Report Form -- a part of the Common Application that the student completes. When mid-year grades become available, the guidance counselor then provides an update to the requested colleges that the student has applied to.

Naviance – an internet based software program that was introduced to Middleborough students during their sophomore year. It is utilized for the rest of the student's time at Middleborough High School to investigate career options and search for colleges. Parents receive passwords during the spring of their student's junior year in order to explore options with their child.

NCAA Clearing Eligibility Center – an initial eligibility clearinghouse in which student athletes must register if they desire to play sports at a Division I or II college. www.ncaaclearinghouse.net

Petersons – an internet and print based college exploration and test preparation service. www.petersons.com

Plan – an assessment tool produced by the American College Testing Company that is given to sophomores to help student's measure current academic development and allows them to explore career and training options.

Princeton Review -- an internet and print based college exploration and test preparation service. www.princetonreview.com

PSAT (Preliminary Scholastic Assessment Test) -- a College Boars assessment that MHS administers to all sophomores and juniors that estimates future SAT results. The score report is helpful in identifying areas that may need further practice. Taken in the junior year, it is the qualifying exam for the National Merit Scholarship Program.

SAT Reasoning Test – A college entrance test that measures evidence based reading & writing and mathematics, with and optional easy section.

SAT Subject Tests – Required by some colleges. Colleges may request a certain number of tests or in specific areas.

School Counselor – a member of the high school guidance department staff that advises high school students on post-secondary plans.

School Report – a form required by colleges in the admissions package. The student completes basic information on their applications and then the Guidance Counselor completes the evaluative information on the student.

School Profile – a document produced by individual high schools that accompanies a transcript. The school profile provides an overview of the community demographics, graduation requirements, mean SAT scores, explanation and determination of class rank and course of study offered.

Stanley Z. Koplik Certificate of Mastery – *an award of a tuition waiver to all Massachusetts public colleges, universities and community colleges (with the exception of Mass College of Art) based on MCAS performance and additional requirements as outlined in the program materials. If a student is eligible, they will be notified in the spring of their junior year.*

TOEFL (*Test of English as a Foreign Language*) -- *An internet based exam required by many colleges as an admissions requirement for students who do not speak English as their primary language. Information available through www.ets.org*

Transcript – *an official document summarizing the classes taken and grades received from grades 9 through 12.*

Transcript Request Form – *a release form authorizing the Guidance Department to process your college application and mail your transcript to the requested colleges. Available through the Middleborough Guidance Department website and paper copies are available in the Guidance Office.*

Notes