

Name: \_\_\_\_\_

# *FOCUS ON YOUR FUTURE*



A CAREER & COLLEGE PLANNING GUIDE  
FOR HIGH SCHOOL STUDENTS & PARENTS  
2012-2013

Austin Independent School District

# Introduction

Whether graduation seems light years away or alarmingly close, it's never too early or too late to think about making immediate and future plans, which impact your education and your career. More than ever before, because there are will continue to be incredible choices to make and path to choose, planning ahead is a critical issue.

Focus on Your Future was designed for you and your parents. This high school and post-secondary planning guide addresses the important concepts of high school graduation requirements, testing, exploration of post-secondary options, admissions requirements, financial planning and so much more. This handbook provides internet address, opening doors to unlimited sources of information. Above all, it will alert you to the issues that you and your family should be considering in order to make that best possible use of your time in high school and simultaneously plan for a smooth transition for those post-secondary years.

There are many people whose expertise and experience could be valuable to you. Your high school counselor, advisor, parents, older siblings, favorite teachers, youth directors and employers all will have significant contributions to offer as you make decisions about courses to take, experiences to have, and options to consider. Although the road will be yours to choose, there will be no shortage of information, resources, and help for you along the way...starting with Focus on Your Future.



All of us in the Austin Independent School District and your high school campus staff wish you a year full of successes and interesting experiences, challenges, and the confidence to face them, and new opportunities and the vision to take advantage of them.

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## Freshman - 9th Grade Career & College Planning Checklist

**September – June**      **Check off each activity as you complete it.**

1. \_\_\_\_\_ Talk about your post-secondary plans with your parents, high school advisor and school counselor.
  - Make a list of the colleges you might like to attend:  
\_\_\_\_\_
  - Make a list of the subjects you like to study:  
\_\_\_\_\_
  
2. \_\_\_\_\_ Develop an account with Naviance Family Connection, and be certain that your personal information is correct—especially your e-mail address! The Family Connection web address is:  
<http://connection.naviance.com/HIGHSCHOOLNAME>.  
Your user name is: \_\_\_\_\_  
Your password is: \_\_\_\_\_
  
3. \_\_\_\_\_ Become involved in extracurricular and community service activities. Colleges look for students who are involved, who have a highly developed talent or skill, and who have worked on their leadership skills.
  - List the activities you're involved in:  
\_\_\_\_\_
  
4. \_\_\_\_\_ Be aware that freshman grades count and learn how to calculate your GPA.
  - Remember, a 100 in a Pre-AP or AP class is worth 5.0, and a 100 in an academic class is worth 4.0.
  - If you know your current GPA, write it here: \_\_\_\_\_
  
5. \_\_\_\_\_ Take interest inventories and other career guidance assessments through Naviance Family Connection.
  
6. \_\_\_\_\_ Review literature available on preparing for college entrance exams:  
PSAT/NMSQT                      [www.collegeboard.com](http://www.collegeboard.com)  
SAT                                      [www.collegeboard.com](http://www.collegeboard.com)  
ACT                                      [www.act.org](http://www.act.org)
  
7. \_\_\_\_\_ Read for pleasure each day. Reading will increase your general knowledge and improve your vocabulary.



8. \_\_\_\_\_ Read selected books from a college-bound book list. See your librarian or English teacher for this information.
9. \_\_\_\_\_ Update your 4 year plan on Naviance Family Connection Course Planner.
10. \_\_\_\_\_ Create a personal file or portfolio that contains copies of your report cards, certificates presented to you, lists of awards and honors you receive, and lists of all school and community clubs/organizations including all offices you hold. This can be compiled in Naviance Family Connection.
11. \_\_\_\_\_ Strive for academic excellence and regular school attendance, which will result in an exemplary academic record. You and your parent can use **Gradespeed** to monitor your academic progress. Your parent can obtain the Gradespeed PIN number from the school's front office.
12. \_\_\_\_\_ Research general information on colleges and universities you are considering. Explore their websites and check on their entrance requirements.
13. \_\_\_\_\_ Explore financial aid and scholarship opportunities so that you will know far in advance of your senior year what is expected of you. Scholarships are listed in Naviance Family Connection.
14. \_\_\_\_\_ Keep adding to your college savings account.
15. \_\_\_\_\_ Find summer enrichment programs held on college campuses. Colleges look for students who use their summers to develop themselves academically and socially.
16. \_\_\_\_\_ Volunteer, Volunteer, Volunteer!!! Quality is more important than quantity. Choose something you like and stick with it! Keep track of your volunteer hours. See the Texas Common Application @ [www.applytexas.org](http://www.applytexas.org)
17. \_\_\_\_\_ If you are experiencing academic challenges, contact your teacher, advisor or counselor for information about tutorials or an Academic Progress Sheet.



**Important Post-Secondary Planning & Preparation “Milestones” to complete and record in Naviance Family Connection:**

- Complete the Learning Style Inventory.
- Complete your “Course of Study” 4-year plan in Naviance.

# Sophomore - 10th Grade Career & College Planning Checklist


**August – June**

**Check off each activity as you complete it.**

1. \_\_\_\_\_ Talk about your post-secondary plans with your parents, high school advisor and school counselor.
  - Make a list of the colleges you are might like to attend:  
\_\_\_\_\_
  - Make a list of the subjects you might wish to study:  
\_\_\_\_\_Enter this information in your Naviance Family Connection account!
2. \_\_\_\_\_ Update your account with Naviance Family Connection, and be certain that your personal information is correct—especially your e-mail address! The Family Connection web address is: <http://connection.naviance.com/HIGHSCHOOLNAME>.  
Your user name is: \_\_\_\_\_  
Your password is: \_\_\_\_\_
3. \_\_\_\_\_ Prepare for the PSAT/NMSQT. The results of your 10<sup>th</sup> grade PSAT will help you prepare for the 11th grade exam, which is also the National Merit Scholarship Qualifying Test (NMSQT).
  - Prepare at: [www.collegeboard.com](http://www.collegeboard.com)
  - Review the materials you are given at school when you register for the PSAT.
4. \_\_\_\_\_ Continue to participate in extracurricular and community activities, and add these to your Naviance Family Connection account.
  - List the activities in which you're involved:  
\_\_\_\_\_
5. \_\_\_\_\_ Explore career and college options and much more through Naviance Family Connections.
6. \_\_\_\_\_ Attend the College Information Night at your school.
7. \_\_\_\_\_ Keep adding money to your college savings account.
8. \_\_\_\_\_ Take the PSAT/NMSQT on October 17, 2012.
9. \_\_\_\_\_ Attend a college fair in Austin.
  - September 28, 2012                      TACRAO College Fair @ Delco Ctr.
  - October 4, 2012                              Skillpoint Alliance Fair
  - February 13, 2013                          National Hispanic College Fair
  - April 9, 2013                                  NACAC National College Fair
10. \_\_\_\_\_ Begin to review admission requirements for the colleges you might consider attending upon graduation. Explore each college's website.



- Good websites for searching for college information are contained in this booklet on page 32.


11. \_\_\_\_\_ Make certain that the courses that you have chosen and the academic level of those courses are consistent with your colleges' admission requirements and post-secondary plans. 
12. \_\_\_\_\_ Update your Individual Academic Career Plan (IACP) 4-year plan on Naviance Family Connection.
13. \_\_\_\_\_ Continue to work diligently in the classroom and to improve your grades.
- What is your cumulative GPA: \_\_\_\_\_  
(If you are not sure of your GPA, you should be able to obtain it from your Family Connection account or from your school registrar.)
14. \_\_\_\_\_ Keep track of your grades and attendance. If you are experiencing difficulty, see your counselor for help. Remember, you and your parent can use **Gradespeed** to monitor your academic progress.
15. \_\_\_\_\_ When you are signing up for classes for next year, make sure you are on track to graduate. (Check your credits with your counselor and advisor.)
16. \_\_\_\_\_ Obtain information from your counselor about leadership opportunities available in your community.
- Begin making a list of your leadership activities, and add this information to your Family Connection account.
17. \_\_\_\_\_ If you are eligible, consider enrolling for a dual credit or co-enrollment course for the summer.
- Eligibility guidelines are on page 55.
  - This is a lengthy process, so don't procrastinate. Your ADVANCE specialist or counselor will be able to give you all of the details about how to enroll.
18. \_\_\_\_\_ Check with your counselor about scholarship opportunities available for sophomores. See page 54.
19. \_\_\_\_\_ Look for summer enrichment programs at college campuses and summer volunteer opportunities in the community. Opportunities are listed in Naviance Family Connection.

**Important Post-Secondary Planning & Preparation "Milestones" to complete and record in Naviance Family Connection:**

- Career Interest Inventory in Naviance Family Connection.
- Investigate Colleges and Careers in Naviance.

## Junior - 11th Grade Career & College Planning Checklist

**August – September** Check off each activity as you complete it.

1. \_\_\_\_\_ Discuss your career and college ideas with your parents, high school advisor and counselor.  
Explore career interests, search for colleges, learn about jobs in the military, create a resume, and much more through online guidance programs like Naviance or MyRoads. See pages 17-18 for directions.
  - What careers are you considering?
  - What training or education do you need?
  - How will you get these skills?
  
2. \_\_\_\_\_ Update your account with Naviance Family Connection, and be certain that your personal information is correct—especially your e-mail address! The Family Connection web address is:  
<http://connection.naviance.com/HIGHSCHOOLNAME>.  
Your user name is: \_\_\_\_\_  
Your password is: \_\_\_\_\_
  
3. \_\_\_\_\_ Learn the dates for the PSAT/NMSQT, SAT and ACT. See pages 33-34 in this book.
  - Register before the deadline.
  - Students on an advanced math track should consider registering for the January or February SAT or ACT.
  - Register online at [www.collegeboard.com](http://www.collegeboard.com) or [www.act.org](http://www.act.org).
  - All students should test spring of their junior year.
  
4. \_\_\_\_\_ Prepare for the PSAT, ACT, and SAT.
  - Take online practice tests
  - Use the hard copy practice tests you can pick up in your counseling office.
  - Consider taking a test-prep course.
  - Remember: Your best preparation is working hard in your current high school courses.
  - For information about these tests, see pages 33-39.
  
5. \_\_\_\_\_ Check your credits carefully with your counselor. It is your responsibility to keep up with required credits and your progress toward graduation. Use *Gradespeed* to monitor your academic progress!

**October – December**

6. \_\_\_\_\_ Encourage your parents to attend the Junior Seminars and college planning programs held at your school.



7. \_\_\_\_\_ Take the PSAT/NMSQT on October 12, 2012
  - This exam qualifies students for several national recognition programs.
8. \_\_\_\_\_ Discuss with your counselor your choice of colleges.
9. \_\_\_\_\_ Research the dates of College Preview Days.
  - These are days set aside for prospective students to visit the college campus.
  - Pre-register for Previews so you are able to attend.
10. \_\_\_\_\_ Consult college websites to request descriptive materials, housing and financial aid information.
11. \_\_\_\_\_ Use Family Connection to register for college information sessions which are conducted by college representatives. They are held in the community or on campus.
12. \_\_\_\_\_ Update your 4 year plan in Naviance Course Planner.
13. \_\_\_\_\_ **For Practice ONLY**, complete these forms:
  - The Apply Texas Application: [www.applytexas.org](http://www.applytexas.org)
  - Free Application for Federal Student Aid (FAFSA) [www.fafsa.ed.gov](http://www.fafsa.ed.gov) . This is a FREE application. Students should NEVER pay for this service.
  - Apply for a FAFSA PIN and DON'T lose it!
14. \_\_\_\_\_ Begin to create your high school resume. Use Family Connection, or MyRoads. See directions on pages 17-18.  
Be certain your resume contains each of these:
  - Extracurricular Activities  
\_\_\_\_\_  
\_\_\_\_\_
  - Community and Volunteer Service  
\_\_\_\_\_  
\_\_\_\_\_
  - Talents, Awards, Honors  
\_\_\_\_\_  
\_\_\_\_\_
  - Employments, Internships, Summer Activities  
\_\_\_\_\_  
\_\_\_\_\_



## January - May

15. \_\_\_\_\_ Attend a college fair in Austin
  - Sept. 28, 2012 TACRAO College Fair @ Delco Ctr.
  - October 4, 2012 Skillpoint Alliance Fair
  - February 13, 2013 National Hispanic College Fair
  - April 9, 2013 NACAC National College Fair
16. \_\_\_\_\_ Complete the AISD scholarship application form.
  - This form is on pages 52-53.
17. \_\_\_\_\_ Search for financial aid and scholarship sources.
  - The Family Connection Scholarship Listing is <http://www.austinisd.org/naviance>
  - Other websites are on page 54.
18. \_\_\_\_\_ Take the May or June SAT or ACT, if you haven't already tested or if you want to improve your scores.
19. \_\_\_\_\_ Review your credits and make sure that you are on-track for graduation. (See your counselor if you are in doubt.)
20. \_\_\_\_\_ If you plan to participate in Division I or II Athletics, complete the NCAA Clearinghouse electronic registration at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net). See page 22.
21. \_\_\_\_\_ If you need additional courses for graduation on the Recommended High School Plan, consult with your counselor for courses offered through summer school, correspondence, credit-by-exam or dual credit.
22. \_\_\_\_\_ Attend College Preview Days. Spring previews are perfect times for juniors to see colleges.
23. \_\_\_\_\_ Talk with your advisor and teachers, and then request in writing, letters of recommendation which you can use your senior year in applying for colleges and scholarships.
  - Good letters of recommendation are never requested and written at the last minute.
  - For more information, see pages 23-27.
24. \_\_\_\_\_ Explore dual credit and co-enrollment opportunities for the summer and senior year.
  - Eligibility guidelines are on pages 55-58.
  - This is a lengthy process, so don't procrastinate! Your counselor or ADVANCE specialist can give you the details about how to enroll.



## June - August

25. \_\_\_\_\_ Edit and finalize your high school resume. This will be extremely important in completing your college applications during the fall of your senior year.
- See no. 14 above.
26. \_\_\_\_\_ Contact admission offices to set up campus tours and appointments with college representatives. This is your chance to ask questions, so have a list ready.



27. \_\_\_\_\_ Write rough drafts of your college admissions essays.
- Typical essay topics can be found on the Apply Texas Application at [www.applytexas.org](http://www.applytexas.org)
  - You can review scholarship essay topics at the AISD Scholarship website: <http://www.austinisd.org/naviance>

**Important Post-Secondary Planning & Preparation “Milestones” to complete and record in Naviance Family Connection:**

- Write college essay/personal statement.
- Resume created, including names of reference people/recommenders.

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## Senior - 12th Grade Career & College Planning Checklist

**August – September** Check off each activity as you complete it.

1. \_\_\_\_\_ Update your account with Naviance Family Connection, and be certain that your personal information is correct—especially your e-mail address! The Family Connection web address is: <http://connection.naviance.com/HIGHSCHOOLNAME>.  
Your user name is: \_\_\_\_\_  
Your password is: \_\_\_\_\_
2. \_\_\_\_\_ Attend the College & Financial Aid Information Night at your high school. The date is: \_\_\_\_\_
3. \_\_\_\_\_ Narrow down your college selections to three or four to which you intend to apply. These colleges should be:
  - **Dream School** - To be accepted might be a reach:  
\_\_\_\_\_
  - **Safety School** - 100% confident you'll be accepted:  
\_\_\_\_\_
  - **Something In-Between** - Realistic school to be accepted with good programs in your interests:  
\_\_\_\_\_
4. \_\_\_\_\_ If you have not already visited, this is the time you should schedule college visits. Plan ahead with Admissions to be sure you can sit in on some freshman classes.
5. \_\_\_\_\_ Carefully read applications and learn the meaning of deadline and postmark. Remember, you are not the only one applying for admission, housing or financial aid and scholarships. The earlier you act the better your chances.
  - Set your own deadline to have all applications completed. Counselors recommend you complete applications **no later than the end of October!**
6. \_\_\_\_\_ In order to be accepted to college you must first graduate from high school. To do that, you must pass ALL of your classes. Do a final credit check! If you are uncertain about any of your credits, SEE YOUR COUNSELOR.
7. \_\_\_\_\_ Take the appropriate college admissions test: ACT or SAT. Registration materials are available in your counselor's office, or register on-line at:  
[www.collegeboard.com](http://www.collegeboard.com)  
[www.act.org](http://www.act.org)



8. \_\_\_\_\_ Update your final high school resume, and use it as a reference when filling out your applications. Make several copies to enclose with admission and scholarship applications. Create your resume using Family Connection or MyRoads. See pages 17-18 for directions.

Your resume should include each of the following:

- Extracurricular Activities  
\_\_\_\_\_
- Community and Volunteer Service  
\_\_\_\_\_
- Talents, Awards, Honors  
\_\_\_\_\_
- Employments, Internships, Summer Activities  
\_\_\_\_\_

9. \_\_\_\_\_ Write one or two really awesome essays for use in applying for college and scholarships. You will probably be able to modify these essays to fit most required essay topics.



10. \_\_\_\_\_ Apply for scholarships! If you do not receive an offer right away, keep applying. Offers sometimes come late in the year.
11. \_\_\_\_\_ Register for and attend college information sessions where you can talk with college representatives.
- These are held in the community and on campus
  - Talk to your counselor about how to register!
12. \_\_\_\_\_ If your college requires an interview, practice your interviewing skills with a teacher or counselor.
13. \_\_\_\_\_ Review your transcript; Request from the registrar through Family Connection, official copies of transcripts for your college applications and scholarships.

## October – December

14. \_\_\_\_ Attend a college fair in Austin
- |                     |                                  |
|---------------------|----------------------------------|
| ➤ Sept. 28, 2012    | TACRAO College Fair @ Delco Ctr. |
| ➤ October 4, 2012   | Skillpoint Alliance Fair         |
| ➤ February 13, 2013 | National Hispanic College Fair   |
| ➤ April 9, 2013     | NACAC National College Fair      |
15. \_\_\_\_ Continue to register through Naviance Family Connection for visits with college representatives. Keep all your options open!
16. \_\_\_\_ Complete your applications as soon as possible.
- If you're applying to a school in Texas, complete the Apply Texas Application at [www.applytexas.org](http://www.applytexas.org).
  - If you are planning to attend an out-of-state school, complete the application which you find at their website.
  - If you are planning to attend a private school, complete its application or the National Common Application used for private schools at: [www.commonapp.org](http://www.commonapp.org).
17. \_\_\_\_ Ensure great recommendations! If you haven't done so already, follow these steps:
- Make a request in writing.
  - Record the date you submitted the request. Allow at least 10 workdays for letters to be written.
  - Provide a completed parent brag sheet.
  - Provide a completed student brag sheet.
  - Provide any forms that the recommender must complete for the college.
  - Include a resume of your high school activities.
  - Include a copy of your ACT and/or SAT scores.
  - Provide a copy of a sixth-semester transcript (end of junior year).
  - Provide a copy of your college admission essay(s).
  - Provide a stamped envelope addressed to each college's admissions office. (If the envelope will contain more than just a letter, then two stamps will be needed!)
  - Always include the final date the letter needs to have arrived at the college.



18. \_\_\_\_\_ Prepare to complete financial aid forms.
- Look at the Free Application for Federal Student Aid (FAFSA) online using: [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
  - Look at the Texas Application for State Financial Aid (TAFSA) online using: [www.collegeforalltexas.com](http://www.collegeforalltexas.com)
  - Be careful! Many companies try to get you to pay to complete this. It is FREE. **Do not pay for this service!**
  - Attend a Financial Aid Saturday during February for assistance with completing the FAFSA form online.
  - These forms cannot be submitted before January 1st. Apply early for financial aid; the early bird gets the money.

## January - April

19. \_\_\_\_\_ Submit online the Free Application for Federal Student Aid (FAFSA) or Texas Application for State Financial Aid (TAFSA) as soon as possible after January 1st.


- File online. You will receive your results faster.  
[www.fafsa.ed.gov](http://www.fafsa.ed.gov)  
[www.collegeforalltexas.com](http://www.collegeforalltexas.com) (TAFSA)
- Remember: financial aid is distributed on a first-come, first-served basis. It is important to have this step done early.

20. \_\_\_\_\_ Attend a Financial Aid Saturday to get help filling out your financial aid forms and completing your income tax returns. Hours: 9:00 a.m. to 2:00 p.m. Questions? Call 322-5689 or go to [www.austinchamber.com/collegeready](http://www.austinchamber.com/collegeready)

### 2012 Financial Aid Saturdays

Feb. 2	Eastside Memorial HS, 1012 Arthur Stiles, Austin, TX 78758
Feb. 9	Akins High School, 10701 South 1st Street, Austin, TX 78748
Feb. 9	Lanier High School, 1201 Payton Gin Rd. W, Austin, TX 78758
Feb. 16	Austin High School, 1715 W. Cesar Chavez, Austin, TX 78703
Mar. 2	Travis High School, 1211 E. Oltorf, Austin, TX 78704
TBD	Reagan High School, 7104 Berkman Drive, Austin, TX 78752

21. \_\_\_\_\_ If your college requires it, request a mid-term college update from your counselor to be sent as soon as your seventh semester transcript is available.
22. \_\_\_\_\_ Make copies of offers for scholarships, grants and financial aid. Your scholarship offers will be listed on the graduation program if you provide documentation to your counselor.

23. \_\_\_\_\_ If you're planning to attend a state-supported school in Texas, take the THEA or a THEA-alternative exam if you're not exempt. Registration forms are available in the counselors' office or on-line at [www.thea.nesinc.com](http://www.thea.nesinc.com). Most AISD schools offer a THEA-alternate called the ASSET or COMPASS. It is FREE! Sign up for this exam at your school!
24. \_\_\_\_\_ Listen carefully to announcements for career opportunities, scholarship information, and dates of college representatives' visits.
25. \_\_\_\_\_ Register to vote as soon as you turn 18. Voting is a privilege and your responsibility. 
26. \_\_\_\_\_ Men must register for the draft at age 18. Completing the FAFSA application will automatically register men for the draft.
27. \_\_\_\_\_ Avoid senioritis at all costs! Remember that second semester grades are important and colleges may change admissions decisions based on them.

## May

28. \_\_\_\_\_ Complete a Final Transcript Request through Naviance Family Connection to have your final transcript sent to the college you will be attending.
29. \_\_\_\_\_ Send thank you notes to scholarship donors and all who wrote letters of recommendation for you.



30. \_\_\_\_\_ It's not too late!! If you have not completed the college admissions process, you can still be admitted to some colleges.
31. \_\_\_\_\_ Continue to research and apply for scholarships!

**Important Post-Secondary Planning & Preparation "Milestones" to complete and record in Naviance Family Connection:**

- Apply Texas Application completed.
- FAFSA/TAFSA completed.
- Post-secondary plan completed - "Success Planner" in Naviance Family Connection.



# Choosing a Graduation Program

Make sure you fully understand all graduation plans so you and your family can make the best decision for you. According to the Austin Independent School District policy, the selection of a graduation plan and the monitoring of course choices are the collaborative responsibility of student, parent/guardian, and counselor. College-bound students are advised that college entrance requirements vary; therefore, students should check with the college of their choice before choosing high school courses.

## **The Recommended High School Program (RHSP)**

The Recommended High School Program is just that, recommended. The reason it is the recommended graduation program for high school students is because students who complete the requirements will most likely have met the core curriculum requirements to enter a major four-year college or university.

### **The RHSP for Students Entering High School in Fall of 2007 and beyond**

In addition to the requirements of the Minimum Program, student on this Recommended High School Program must complete:

- 4 Math Courses: Alg. 1, Geometry, Alg. 2 & a 4<sup>th</sup> Math Course  
(If the 4<sup>th</sup> course is Math Models, it must be taken prior to Alg. 2.)
- 4 Science Courses: Biology; 2 other credits in science to be chosen from Integrated Physics and Chemistry (IPC), Chemistry, and Physics; and a 4<sup>th</sup> year of Advances Science
- 2 credits in a language other than English.

See the publication, Secondary School Information Guide for complete details on graduation plans. Copies are available in the Counselor's Office or online @ [www.austinisd.org](http://www.austinisd.org)



## **Distinguished Achievement High School Program (DAP)**

The Distinguished Achievement High School Program recognizes students who demonstrate levels of performance equivalent to college students or work done by professionals. This graduation program not only requires credits in certain courses, but also has an advanced measures component.

In addition, for students **entering in the Fall of 2007 and beyond**, the DAP science requirement is:

- Biology, Chemistry, Physics, and a 4<sup>th</sup> Advanced Science.  
IPC does not qualify as an advanced science for this plan.

Also, for students entering in the Fall of 2007 and beyond, the DAP math requirement is:

- Algebra 1, Geometry, Algebra 2, and an Advanced Math Course.  
Math Models does not qualify as an advanced math for this plan.

If you have any questions regarding graduation programs, please see your school counselor and the **AISD Secondary School Information Guide** (SSIG). This booklet contains a listing of advanced measures and more complete details about the AISD graduation programs. The SSIG is also available at this website: [http://www.austinisd.org/academics/curriculum/school\\_guide/](http://www.austinisd.org/academics/curriculum/school_guide/)

Additionally, students who graduate from high school on the Recommended High School Program or on the Distinguished Achievement Program with financial need and a FAFSA expected family contribution (EFC) of no more than \$4,000 may compete to receive a TEXAS Grant, which may pay an amount equal to the student's tuition and required fees at public institutions (four-year, community, junior, and technical colleges). Private institution awards are based on the public university amount. The Texas Grant is explained in more detail at this website: [www.collegeforalltexas.com](http://www.collegeforalltexas.com). (Subject to Legislation change, Summer 2012).

### **Advanced Measures I have earned or plan to earn:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_



# MyRoad Account Registration

MyRoad is the College Board’s dynamic and exciting website that assists students with their future planning. With MyRoad, students can:

- Take a self-assessment test to help them determine their interests
- Research careers and college majors into which they may want to enter
- Search for colleges and determine which would fit them best
- Read articles on professionals and other students who have gone down paths similar to those in which they are interested
- And develop a personal portfolio, resume, and application essay

## How Can Students Acquire a MyRoad Account?

### PSAT/NMSQT

Students who take the PSAT/NMSQT receive a free MyRoad account with the My College Quickstart online college planning package. These accounts will last for the entirety of their high school careers. Access Codes are found on the PSAT Score Report, but if the PSAT Score Report is lost, students may also use the site by entering their personal information to set up the account.

### Setting up a My College Quickstart and MyRoad Account

<u>If you took the PSAT/NMSQT</u>	<u>If you did not take the PSAT/NMSQT</u>
<ul style="list-style-type: none"> <li>• Go to <a href="http://www.myroad.com">www.myroad.com</a></li> <li>• Click <b>Sign Up Today</b></li> <li>• Go to the square marked <b>PSAT/NMSQT Test Taker</b></li> <li>• If you have not registered with the SAT program before, you will need to sign up as a new member.</li> <li>• Be sure to have your Access Code that is located on your PSAT Score Report. Without the Access Code you will prompted to enter your personal information to enter the site.</li> <li>• Click on colored tabs to navigate through the site.</li> </ul>	<ul style="list-style-type: none"> <li>• Go to <a href="http://www.myroad.com">www.myroad.com</a></li> <li>• Click <b>Sign Up Today</b></li> <li>• Go to the square marked <b>School Program</b> and enter your school’s CEEB number.</li> <li>• If you have not registered with the SAT program before, you will need to sign up as a new member.</li> </ul> <p>Click on colored tabs to navigate through the site.</p>

# NAVIANCE FAMILY CONNECTION

NAVIANCE allows students and parents to:

- Communicate with Guidance and College Counselors via email.
- Sign up to attend college presentations at your high school under “visit schedule.”
- See GPA & Rank as well as test scores that are updated regularly.
- Take important surveys and link to helpful websites.
- Research post-secondary options from college & career, to work & volunteering.
- Utilize College Search and College Compare tools that can help you select the colleges you are interested in applying to.
- Set goals and make plans. “My Planner” can help you set dates and planning for your future, and actions towards achieving your post-secondary goals.
- View scatter grams which is a great tool to help categorize “reach”, “target”, and “safety” schools.
- Conduct scholarship searches and find scholarship application links.
- Learn about Financial Aid, and link to the website and get help.

Naviance Family Connection also allows counselors to share information with students and parents about upcoming meetings and events, local scholarship opportunities, and other web resources for two and four year colleges, athletics, military, and career information. Counselors and students can use e-mail to communicate through their Family Connection accounts. For additional questions about your Family Connection account or if you have difficulty logging on, please contact your school’s Project ADVANCE Specialist or your School Counselor.

## HOW TO LOG ON TO FAMILY CONNECTION

1. Go to the AISD website homepage: <http://www.austinisd.org/>
2. On the left side under Quick Links, click on “Naviance – College & Career Counseling”
3. Click on the link for your school



**Ann Richards**  
Contact: [Eric Heineman](#)



**LBJ**  
Contact: [George Kelly](#)



**Akins**  
Contact: [Sarah Simmons](#)



**Eastside Memorial**  
Contact: [Yesica Diaz](#)



**Anderson**  
Contact: [Pam Mason](#)



**Lanier**  
Contact: [Lauren Fuchs](#)



**Austin**  
Contact: [Tara Miller](#)



**LASA**  
Contact: [Jamie Kocian](#)



**Bowie**  
Contact: [Veronica Castillo](#)



**McCallum**  
Contact: [Nancy Nitardy](#)



**Crockett**  
Contact: [Trish Dew](#)



**Reagan**  
Contact: [TBA](#)



**Garza**  
Contact: [Yvonne Espinoza](#)



**Travis**  
Contact: [Alex Juarez](#)

# The College Application Process

The process for applying for college admissions varies from one college to another. Know the steps. Applying to college means sending an application form, an official high school transcript, and entrance exam scores. The sequence, forms, and deadlines may vary. To begin the application process, you must first complete an application online or request a hard copy of the application.

## **Obtaining the Application**

Apply online, most colleges prefer it. They provide a link to their application on their website. A hard copy of the application will be sent to you upon request.

## **The Apply Texas Application**

The Apply Texas Application can be used to apply for undergraduate admission to any public university in Texas, as well as some private and two-year schools. This is a time saver for students applying to several Texas public universities. Complete one application and send as many Texas public universities as you wish. Apply electronically at: [www.applytexas.org](http://www.applytexas.org).

## **The Common Application**

The Common Application is the recommended form of 456 selective, independent colleges and universities in the United States. Students complete one Common Application form and send it electronically. Use this website to complete the Common Application online: [www.commonapp.org](http://www.commonapp.org).

## **Completing the Forms**

Complete the application forms accurately and completely. On-line applications are easy to save and to correct.

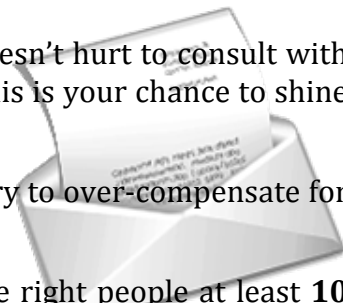
Consistently use your full legal name and social security number.

Read each question carefully. Do not leave anything blank. If a question does not apply to you, write "does not apply," or "N/A."

Spend considerable time on essays and statements. (It doesn't hurt to consult with your English teacher and counselor for editing advice.) This is your chance to shine and to show your creativity and uniqueness.

Always be truthful on an application of any kind. Do not try to over-compensate for a weakness by inflating activities or leadership roles.

Distribute the appropriate parts of your application to the right people at least **10 workdays** prior to the deadline. Make copies of ALL completed forms, and be sure to mail or electronically submit all forms before the deadlines.



### **Requesting Transcripts**

Transcript requests should be made to the high school Registrar's Office. Your school may require that you request transcripts through Naviance Family Connection.

Read the instructions from the college carefully. In some cases, the transcript must accompany the counselor recommendation form.

**Allow at least 24 hours to process transcripts.** College and scholarship applications usually require an OFFICIAL copy of a transcript. An official copy carries a special seal and is either given to a student in a sealed envelope or mailed directly. The transcript should stay in the envelope to be mailed to its final destination. Many high schools are now sending transcripts electronically. Check with your counselor.

Please remember the high volume of requests made daily to the registrar and **make transcript requests well in advance** (two weeks is good) of the necessary date.

### **Applying for Housing**

Since many colleges require freshmen to live on campus, it is important to know the rules for housing at the school of your choice.

A housing application form and deposit are usually required to reserve housing.

Write to the Housing Office for the proper forms and other information.

Some colleges only accept housing applications from students who have been accepted for admission. Other universities have specific early deadlines. Check the college catalog carefully.

### **Looking for Financial Aid**

Each school's financial aid office must be contacted separately. Be sure you make a note of the financial aid officer's name with whom you talk.

Refer to the Financial Aid section of this handbook for more information.

### **Awaiting an Acceptance**

Once you have made copies of all forms and submitted all documents, wait for further correspondence from the college.

Some colleges have "rolling" admissions, and you may hear a response in four to six weeks.

Some colleges have a notification date (i.e., April 15). Again, check your college's information bulletin or your college's website for details.

Respond to the school of your choice by May 1st.

# Immigrant Students Can Go to College

Senate Bill 1528

If you are an immigrant student, or know someone who is, you can go to college regardless of your immigration status. Effective since Fall 2001, Texas law HB 1403 enables immigrant students, including *undocumented*, to qualify as Texas residents and pay in-state tuition. This tuition is much lower than the tuition paid by international students. In August 2005, the state Congress approved a new law **SB 1528** that expands the benefits of HB 1403.

To qualify under **SB 1528**, a student must meet the following four provisions:

1. Graduate from a public or private high school, or receive a GED, in Texas;
  2. Reside in Texas for at least the 3 years leading up to high school graduation or receiving a GED;
  3. Reside in Texas for the 12 consecutive months right before the semester you are enrolling in college; and
  4. Provide the institution an affidavit stating that you will file an application to become a U.S. permanent resident as soon as you are eligible to do so.
- Immigrant students who do not meet the requirements above but who have filed an **I-130** (family petition) or **I-140** (work petition) with immigration services (USCIS), and have received a **Notice of Action** as a response from the USCIS, are also eligible to receive in-state tuition if they have been here for at least 12 months.
- People holding work visas (H1-B) and their dependents (H-4) can now also receive in-state tuition at state universities. The same rule applies for NACARA and TPS applicants, among others.

## **Students who are classified as Texas residents under this law, also qualify for state financial aid!**

If you have completed the Recommended High School Program, you can receive the *TEXAS Grant* and the *Texas Public Education Grant* (TPEG) at public universities. There are several other financial aid programs you may receive at a community college, technical college or at a private university: the *Texas Educational Opportunity Grant* (TEOG), *Texas Equalization Grant* (TEG), or the *College Access Loan* (CAL). To apply you will need to fill out the **TAFSA or FAFSA** (depending on the institution), even if you *do not have a social security number*, and submit it directly to the university/college that you are planning to attend. You can find the FAFSA in your high school counselor's office or in the financial aid offices of colleges or universities. The TASFA can be downloaded electronically from the following web addresses:

English: [www.collegeforalltexans.com/residency/TASFA.doc](http://www.collegeforalltexans.com/residency/TASFA.doc)

Spanish: [www.collegeforalltexans.com/residency/TASFA\\_Espanol.doc](http://www.collegeforalltexans.com/residency/TASFA_Espanol.doc)

## **Lastly, did you know?**

- ☛ Most universities in Texas offer academic scholarships to which any student, regardless of his/her immigration status, can apply. If an immigrant student is awarded one these scholarships, and the amount is at least \$1000 per year, he/she becomes eligible to pay in-state tuition.
  - ☛ If you are in the top 10% of your graduating class, you will be offered automatic admission and, in some universities, you may automatically qualify for extra funds. Several universities also offer automatic admission if you are in the top 25% of your graduating class.
  - ☛ Community and state technical colleges, such as the Austin Community College and the Texas State Technical College in Waco, offer admission to anybody that completes the application process and financial aid to enroll in short-term, technical and university transfer programs.
- 



# **NCAA Guidelines**



If a student wishes to compete in intercollegiate athletics as a freshman at a Division I or II institution, s/he should apply for initial eligibility after the junior year in high school.

## **Academic Eligibility: Division I Schools**

In order for a student to be eligible for Division I schools, s/he must do the following:

1. Graduate from high school.
2. Successfully complete a core curriculum of at least 14 academic courses, including:
  - 4 years of English
  - 2 years of math (Algebra I or higher)
  - 2 years of social science
  - 2 years of natural/physical science (1 year of lab science if offered by high school)
  - 1 year of additional English, mathematics or natural/ physical science
  - 3 years of additional academic core courses must be from courses in the above areas or foreign language, or non-doctrinal religion/philosophy.
3. Earn a grade point average and a combined score on the SAT critical reading and math sections or a sum score on the ACT based on the NCAA qualifier index scale.

For detailed information about NCAA, students should go to the NCAA Clearinghouse website: [www.eligibilitycenter.org/](http://www.eligibilitycenter.org/). The NCAA Guide for the College-Bound Student-Athlete is available at this site. Students who want to register with the Clearinghouse may also do so at this site.



# Teacher and Counselor Recommendations



Teacher and counselor recommendations are important aspects of many application materials. Keeping this in mind, carefully consider the teachers whom you select to complete your recommendations.

1. Complete a personal resume and a “Student Brag Sheet” and make copies so you can give them to anyone you ask for a recommendation. Your parent may also complete a “Parent Brag Sheet” to be included in this packet. (See the “Sample Resume” and the “Parent and Student Brag Sheets” on the next few pages.)
2. When you have decided which teachers you will ask to write your recommendations, be sure that you give any college-mandated forms to them as soon as you receive them. Add a note telling the teacher the exact date the recommendation is due to the college or scholarship committee.
3. Be sure that YOU have filled out all applicable sections on the teacher form before delivering it to the teacher.
4. Provide the teacher with a stamped and properly addressed envelope for mailing the recommendation.
5. On most teacher/counselor recommendation forms, you will be asked whether you waive your right to view the recommendation. It is generally better to indicate “yes” so admissions officers know that teachers’ or counselors’ comments are completely candid.
6. Deliver the recommendation personally to the teacher along with information about yourself. Do NOT leave it on a desk, in the teacher’s mailbox, or depend on someone else to deliver it for you.
7. **Ten workdays** is the minimum acceptable time period to give a teacher or counselor. Do not wait until December 20th for a January 1st deadline. Teachers and counselors should not be expected to complete recommendations during the holiday period.
8. Follow up a teacher recommendation with a thank you note. The teacher has given you a gift!
9. Some applications (particularly scholarship applications) may ask for a photograph. Order a sufficient number of pictures with that thought in mind.

# Sample Resume for College Applications & Letters of Recommendation

**Sally Sample**  
**9408 Shady Grove Parkway**  
**Austin, Texas 78706**  
**512-868-9234 or 512-566-8686**

**Educational Background:**

Madison High School  
1111 W. 6<sup>th</sup> Street  
Austin, Texas 78706  
Class of 2010, Completing 12<sup>th</sup> Grade 6/04/10  
GPA: 3.4392, Class Rank: 198 of 500

**Work Experience:**

Old Navy Sales Team Member	06/2008-present
Summer Camp Assistant Counselor	06/2008 & 06/2009
Babysitting Service	05/2006-05/2008
House and Pet-Sitting Service	05/2006-05/2008

**Organizations  
& Awards:**

Madison Outdoor Performing Ensemble Saxophonist	8/2006-present
Madison Jazz Band Oboist	8/2006-present
Madison Philharmonic Orchestra Oboist	2007-2008
Madison Symphonic Winds Oboist	2006-present
Superior in Solo Competition	2007- 2009
Madison Track Team 1600 and 800 Meter	2006-2007
Placed in District 1600 Meter	2007
4 <sup>th</sup> Place in District 800 Meter	2008
Latin Club Member	2006-2009

**Volunteer Service:**

Service Projects: Students Over Self	8/2006-present
St. David's Hospital Volunteer	6/2007-present
Veterans' Day Parade Participant	11/2006-2008
Martin Luther King Parade	1/2007

**References:**

Michael Warde, Program Manager  
St. David's Volunteer Coordinator  
512-444-5544

Miranda Gayton, SOS Sponsor  
Madison High School  
512-282-3445

James Harold, Director  
Madison Band Program  
512-414-3333

Kaitlyn Miller, Teacher  
Madison High School  
512-864-2833

# STUDENT BRAG SHEET



**Please complete this form when requesting letters of recommendation. You may e-mail your answers to the person who will be writing your letter or you may write on a separate piece of paper if needed.**

**Please note: All requests for letters should allow at least 10 workdays.**

Student's Name: \_\_\_\_\_ Email Address \_\_\_\_\_

ACT: Reading \_\_\_\_\_ English \_\_\_\_\_ Math \_\_\_\_\_ Science \_\_\_\_\_ Composite \_\_\_\_\_

SAT Reasoning Test: Critical Rdg. \_\_\_\_\_ Math \_\_\_\_\_ Writing \_\_\_\_\_ Total: \_\_\_\_\_

SAT Subject Tests: Test \_\_\_\_\_ score \_\_\_\_\_ Test \_\_\_\_\_ score \_\_\_\_\_

AP Tests: Test \_\_\_\_\_ score \_\_\_\_\_

Test \_\_\_\_\_ score \_\_\_\_\_

Test \_\_\_\_\_ score \_\_\_\_\_

Test \_\_\_\_\_ score \_\_\_\_\_

Test \_\_\_\_\_ score \_\_\_\_\_

Test \_\_\_\_\_ score \_\_\_\_\_

Personal Reflections: Please answer as completely as you can. Use additional sheets if necessary. This information will be used when writing your college recommendation letter.

1. What two or three (academic & personal) accomplishments are you most proud of? Why?
2. List four teachers or staff members who know you well and who can speak confidently about your academic ability. What adjective do you think each of these adults would use to describe you? Why?

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_

(4) \_\_\_\_\_

3. What do you see as your greatest academic and personal strengths? For each strength you list, describe a time when you demonstrated that trait.

**Student Brag Sheet, Continued**

1. List three adjectives you would use to describe yourself. Why?
  
2. List two adjectives your friends would use to describe you. Why?
  
3. Discuss a failure that taught you something.
  
4. Describe your greatest success.
  
5. What is your “one-sentence philosophy of life”?
  
6. List three goals that you have in life:  
  
    (1) \_\_\_\_\_  
  
    (2) \_\_\_\_\_  
  
    (3) \_\_\_\_\_
  
7. List the colleges currently on your college search list.



**ACADEMIC HONORS**

Briefly describe any scholastic distinctions or honors you have won while in high school.



**EXTRACURRICULAR, PERSONAL, WORK, AND VOLUNTEER ACTIVITIES**

Please list your principal extracurricular, community, and family activities and hobbies in the order of their interest to you. Include specific events and/or major accomplishments such as musical instrument played, varsity letters earned, etc. Indicate whether you will continue to pursue these in college. (You may attach a resume, if you have one!)

# Parent Brag Sheet



**Note to Parents:** Please complete this form so that your child's counselor will have information, which may be helpful in writing letters of recommendation. Feel free to use additional pages, if necessary, or to email your responses. This form and your answers should be returned to the person who will be writing the letter of recommendation as soon as possible.

**All requests for letters should allow at least 10 workdays.**

Student's Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

1. What do you consider to be your child's most outstanding accomplishments in the past 3 to 4 years? Why?
2. In what areas has your child shown the most development and growth since entering 9<sup>th</sup> grade?
3. What are his or her most outstanding personality traits? Describe a situation in which these qualities were present.
4. If you had to describe your child with five adjectives, what would they be? Please give an example to illustrate each one.
5. Based on your observations over the past 3-4 years, which classes has your child enjoyed the most? What do you think this says about his/her approach to learning?
6. Describe an activity (extracurricular, athletic, community, school-related and other) to which s/he has devoted extensive time and effort. What do you think s/he gained from this experience?
7. Describe a particular challenge which s/he handled effectively.
8. Are there unusual circumstances that have affected your child's educational or personal accomplishments? If so, please explain.
9. Please list specific colleges s/he is considering.
10. What can s/he contribute to these colleges, if selected?

# *The Campus Visit & College Evaluation*

## **The Campus Visit**

It is very important to research colleges in which you have an interest. There is no better way to learn about a college or university—the faculty, facilities, spirit, culture, academic atmosphere, student values—than to visit the campus when college is in session. It is better to see through your own eyes rather than rely upon the word of a friend or the school’s promotional materials.

### **The campus visit can be considered “educational insurance” because:**

1. You are more likely to choose a college that is “matched” to your needs.
2. You will have an opportunity to evaluate what students wear, how they live, etc.
3. You will be able to observe where you will eat, sleep, study, attend classes, and take part in campus activities.
4. You are likely to do better work if you are in an environment which is congenial to your value system and needs.

### **Preparing for a college visit:**

1. Arrange your visit in advance. Avoid being a “drop-in.”
2. Your counselor will assist you in planning your visit. Many schools have special weekend events and tours; some send brochures and registration materials to your school.
3. Allow sufficient time for a college visit. Preferably a full day— not less than half a day at each college.
4. Familiarize yourself with the college catalog/bulletin before you arrive on campus.
5. Inform the college about your areas of interest, curriculum, activities, etc. Indicate whether you have applied for admission.
6. Know something about your own high school before visiting (for example, four-year, public, enrollment, class size, course offerings).
7. Summarize your personal interests, awards, activities, etc.
8. Give careful attention to your appearance, grooming, and conduct. The campus interview facilitates “putting a face with a name.” Often notes are kept and placed in your application file. Remember to put your best appearance forward. You are representing your high school and future applicants as well as yourself.



**Try to do the following:**

1. Visit several classes.
2. Talk to the college students. Ask them about the academic and social life on campus.
3. Take a notebook. After you have visited, make notes while information is fresh in your mind about:
  - facilities and campus
  - faculty and students
  - instructional program and regulations
  - names and titles of officials with whom you visited.

## **College Evaluation: What to Learn & What to Ask on a Campus Visit**

### **Classes**

1. What is the average size of class for freshmen? Upperclassmen?
2. Who will teach freshmen courses: graduate assistants or full professors?
3. What is the faculty advisor system? How easy is it to meet with the advisors? How are they assigned (by department major, randomly, etc.)?

### **Campus**

1. Does the campus appeal to you?
2. Size? Is it easy to get around?
3. Will you need a car? Are freshmen permitted to have cars?
4. Is parking a problem?



### **Housing**

1. Is on-campus housing a problem?
2. Are freshmen required to live in a dorm?
3. How is housing assigned? Is there a separate housing application? Deadline? Deposit?
4. How are roommates assigned? Can you request a particular roommate?
5. How many students per room? Are single rooms available?
6. Are the study facilities of the dorm satisfactory? Are there
7. study hours or “quiet rooms”?
8. Are dining facilities of the dorm satisfactory? Is it required or optional to purchase meals?
9. What percentage of students live on campus? Off campus? Commute?
10. Are rooms “wired” for personal computers?

### **Admissions Criteria**

1. How will the college/university be evaluating the student? What criteria are used in the admissions process (test scores, GPA, rank, area of study, recommendations, activities, other factors)?

2. What are the application deadlines and procedures?

**College Costs and Financial Aid/Scholarship Opportunities**

1. What are the school's basic costs (tuition, room, board, fees)? What other costs are involved in attending (books, personal, etc.)?
2. What kinds of financial aid programs are available? What is the procedure for applying? Deadlines? Work opportunities? Loans?
3. Are there merit or no-need scholarships? Athletic or talent awards?

**Services for Students with Disabilities**

1. Does the college offer a comprehensive SSD program?
2. Is subject-area tutoring available?
3. Are the following aids and services provided?
  - alternative exam arrangements
  - textbooks on tape
  - note takers
  - counseling



**After the Campus Visit**

Write thank you notes to the Director of Admissions and to any other staff or faculty who interviewed you and extended courtesies while you were on campus. This should be done promptly upon returning home. Also, thank persons from your school who have helped you.

See your counselor—discuss what you have learned.

Begin completing the “College Comparison Checklist” on the next page to compare and contrast your choices.

Review evaluations and impressions; begin ranking the colleges on your list.

Colleges I'd like to visit:

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_





## SIDE BY SIDE COLLEGE COMPARISON

	<u>College 1</u>	<u>College 2</u>	<u>College 3</u>
<b>Location</b> <ul style="list-style-type: none"> <li>• distance from home</li> </ul>			
<b>Size</b> <ul style="list-style-type: none"> <li>• enrollment</li> <li>• physical size</li> </ul>			
<b>Environment</b> <ul style="list-style-type: none"> <li>• type of school (2yr/4yr)</li> <li>• school setting</li> <li>• location and size of city</li> <li>• co-ed, male, female</li> <li>• religious affiliation</li> </ul>			
<b>Admissions Requirements</b> <ul style="list-style-type: none"> <li>• deadline</li> <li>• tests required</li> <li>• average test scores, GPA</li> <li>• special requirements</li> <li>• notification</li> <li>• contact person</li> </ul>			
<b>Academics</b> <ul style="list-style-type: none"> <li>• major offered</li> <li>• special requirements</li> <li>• accreditation</li> <li>• student-faculty ratio</li> <li>• typical class size</li> </ul>			
<b>College Expenses</b> <ul style="list-style-type: none"> <li>• tuition, room &amp; board</li> <li>• estimated total budget</li> <li>• application fee, deposits</li> </ul>			
<b>Financial Aid</b> <ul style="list-style-type: none"> <li>• deadline</li> <li>• required forms</li> <li>• % receiving aid</li> <li>• scholarships</li> </ul>			
<b>Housing</b> <ul style="list-style-type: none"> <li>• residence hall</li> <li>• food plan</li> </ul>			
<b>Facilities</b> <ul style="list-style-type: none"> <li>• academic</li> <li>• recreational</li> </ul>			
<b>Activities</b> <ul style="list-style-type: none"> <li>• clubs/organizations</li> <li>• Greek life</li> <li>• athletics, intramurals</li> <li>• others</li> </ul>			

# College Search Websites

The following are internet addresses for conducting college searches:

<http://connection.naviance.com/HighSchool>

## **Family Connection**

Database of two-year and four-year colleges. Choose from a variety of features to search for your ideal college, and get a list of the colleges that match your desires. Also, see how your rank and scores compare with those who are admitted to these schools.

[www.collegeboard.com](http://www.collegeboard.com)

## **CollegeBoard Online**

Database of more than 3,000 two-year and four-year colleges. Choose from among 800 features to create a profile of your ideal college, and in seconds, get a list of the colleges that fit the bill. "BIG FUTURE" helps you explore college majors, find colleges, explore careers, and much more!

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

## **College Results**

Examine overall graduation rates. Learn about universities' records graduating diverse groups of students.

[www.collegeview.com](http://www.collegeview.com)

## **College View**

By combining a database of 3,300 two- and four-year colleges with multimedia tours, College View gives students and parents a general overview of a college, plus a direct e-mail option for requesting additional information.

[www.collegexpress.com](http://www.collegexpress.com)

## **CollegeXpress**

Search colleges by state, major, and a host of other factors. Take a virtual tour of some colleges and ask their experts questions about the college admission process.

[www.petersons.com](http://www.petersons.com)

## **Peterson's Education Center**

Peterson's college database is available on this home page as is other educational and career information.

[www.review.com](http://www.review.com)

## **The Princeton Review**

You can search the site by a college's name, region, state, and cost. Princeton Review also gives you their rating of hundreds of colleges.

[www.collegenet.com](http://www.collegenet.com)

## **CollegeNet**

Comprehensive college/university index with good graphics and some interesting resources for financial aid and scholarships.

[www.myroad.com](http://www.myroad.com)

## **College Board**

Every Sophomore and Junior who took the October PSAT test has free access to this site. See page 17 for complete instructions.



# General Testing Information

The following information applies to college admission tests (e.g., PSAT/NMSQT, SAT, ACT & THEA).

## REGISTRATION MATERIALS

SAT, ACT and THEA materials are available in the Counseling Office. Register for the SAT, ACT and THEA by mail or on-line.

SAT	<a href="http://www.collegeboard.com">www.collegeboard.com</a>
ACT	<a href="http://www.act.org">www.act.org</a>
THEA	<a href="http://www.thea.nesinc.com">www.thea.nesinc.com</a>



If you choose to register by mail, after completing the registration form, enclose your check and mail all materials directly to the testing company. Your high school code (CEEB) is in the back of this handbook. Fee waivers are available for students for whom testing fees present a serious barrier to college entrance. Registration for the PSAT/NMSQT is done at your high school campus through the school counselor.

**Important note:** If you qualify for a fee waiver, you may be eligible to receive a total of four “Request for Waiver of College Application Fee” forms. See your counselor or ADVANCE specialist to discuss fee waivers.

## STUDENTS WITH DISABILITIES

A student with a documented disability may be eligible to take college admission tests and the PSAT/NMSQT with testing accommodations. A Student Eligibility Form must be submitted for each student who requests accommodations. To be eligible, you must have:

1. a disability that necessitates testing accommodations,
2. documentation on file at school (an Individual Education Plan, 504 plan, or professional evaluation) that supports the need for requested accommodations, and
3. received requested accommodations on tests you have taken at school for at least the past four months.

## TEST DAY

Remember to take proper identification (driver’s license or school ID) to the testing site. Plan to arrive no later than 7:45 a.m. Bring No. 2 pencils and a calculator.

# Important Test Dates

## 2012-2013 SAT Test Dates

Test Dates	Test	Regular Registration Deadline (postmark/submit by)
October 6, 2012	SAT & Subject Tests	September 7, 2012
November 3, 2012	SAT & Subject Tests	October 4, 2012
December 1, 2012	SAT & Subject Tests	November 1, 2012
January 26, 2013	SAT & Subject Tests	December 28, 2012
March 9, 2013	SAT only	February 8, 2013
May 4, 2013	SAT & Subject Tests	April 5, 2013
June 1, 2013	SAT & Subject Tests	May 2, 2013

## 2012-2013 ACT Test Dates

Test Date	Registration Deadline	(Late Fee Required)
September 8, 2012	August 17, 2012	August 18 – 24, 2012
October 27, 2012	September 21, 2012	September 22 – October 5, 2012
December 8, 2012	November 2, 2012	November 3 – 16, 2012
February 9, 2013	January 11, 2013	January 12 – 18, 2013
April 13, 2013	March 8, 2013	March 9 – 22, 2013
June 8, 2013	May 3, 2013	May 4 – 17, 2013

## PSAT/NMSQT

<u>Test Date</u> October 17, 2012	<u>Registration</u> All enrolled 10 <sup>th</sup> & 11 <sup>th</sup> grade students will be automatically registered.
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# Preliminary Scholastic Aptitude Test/ National Merit Scholarship Qualifying Test

The PSAT/NMSQT is an opportunity for students to take a test that is very much like the SAT Test with the same format, directions, sample questions and question types. The PSAT/NMSQT measures critical reading, math problem-solving, and writing skills. Any high school 9<sup>th</sup>, 10<sup>th</sup>, or 11<sup>th</sup> grade student is welcome to take the PSAT/NMSQT. The PSAT/NMSQT will be administered each year on the second Wednesday in October.

For 11<sup>th</sup> grade students, the PSAT/NMSQT is the National Merit Scholarship Qualifying Test. The National Merit Scholarship competition recognizes students for high scores, puts them in touch with many colleges and universities, and results in scholarships for students who become National Merit Finalists.

In addition, if the National Merit Scholarship Corporation recognizes a junior as a National Merit Commended Scholar or Semi-finalist, as a National Hispanic Scholar, or as a National Achievement Scholar, that score qualifies as one advanced measure (regardless of the number of honors) on the Distinguished Achievement Program (DAP).

School counselors will register students in September to take the PSAT/NMSQT on their campus. Some high school campuses offer test preparation sessions for PSAT/NMSQT. See your school counselor for information regarding the times and location of those sessions.

*Austin ISD pays the PSAT/NMSQT testing fee for all enrolled 10<sup>th</sup> and 11<sup>th</sup> graders.*

## The Three Sections of the PSAT/NMSQT

<p><b>Critical Reading</b> Two 25-minute critical reading sections = 48 questions     13 Sentence completions     35 Critical reading questions</p>
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<p><b>Mathematics</b> Two 25-minute sections math sections = 30 questions     28 Multiple choice math questions     10 Student-produced responses or grid-ins</p>
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<p><b>Writing</b> One 30-minute writing section = 39 questions     14 Identifying sentence errors     20 Improving sentences     5 Improving paragraph questions</p>
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# SAT Reasoning Test

The SAT is a college admission test administered by the College Board. Colleges use the SAT (and high school cumulative GPA) to help estimate how well students are likely to do at their school.

The SAT measures critical reading, math, and writing skills in a multiple-choice and essay format. The test was designed with questions which illustrate reasoning abilities, not just information learned in school. Each section is scored on a scale of 200–800 with a composite score derived by adding the critical reading, writing, and math scores. Colleges vary in their score requirements for admission, and some colleges use all three section scores to determine admissions while others use only the critical reading and math sections. A student may take the SAT multiple times.

*Students should take the SAT during the spring of their junior year.*

## The Three Sections of the SAT Reasoning Test

### Critical Reading

1. Time: 70 minutes (two 25-minute sections and one 20-minute section)
2. Content: Critical reading and sentence-level reading
3. Items: Reading comprehension, sentence completions, and paragraph length critical reading.
4. Score: 200–800

The critical reading section includes short reading passages along with long reading passages and sentence-completion questions.

### Mathematics

1. Time: 70 minutes (two 25-minute sections and one 20-minute section)
2. Content: Number and operations; algebra and functions; geometry, statistics, probability, and data analysis
3. Items: Five-choice multiple-choice questions and student-produced responses
4. Score: 200–800

The SAT includes expanded math topics, such as exponential growth, absolute value, and functional notation, and places greater emphasis on topics such as linear functions, manipulations with exponents, and properties of tangent lines.

### Writing

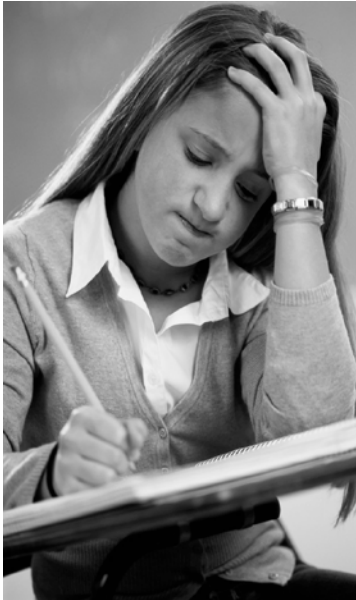
1. Time: 60 minutes
2. Content: Grammar, usage, and word choice
3. Items: Multiple choice questions (35 minutes) and student-written essay (25 minutes)
4. Score: 200–800

The multiple-choice questions will test students' ability to identify sentence errors, improve sentences, and improve paragraphs.



## **The Essay Portion**

The essay measures the student's skill in developing a point of view on an issue. Students must first think critically about the issue presented in the essay assignment, forming their own individual perspective on the topic. Then they must develop that point of view, using reasoning and evidence based on their own experiences, readings, or observations to support their ideas. The essay represents the initial phase of the writing process: it is a first draft and will be scored as such.



## **How the SAT is Scored**

Each section of the test is scored using a scale of 200–800.

Two subscores are given for the writing section: a multiple-choice subscore on a scale of 20–80, and essay subscore, on a scale of 2–12.

## **Registration**

SAT registration may be completed online or by mail. If you miss the registration deadline date, you may test as a standby for an additional fee. For more information regarding the SAT registration fees go to <http://www.collegeboard.com>

*Note: Sunday test dates are scheduled following each Saturday test date for students who cannot test on Saturday because of a religious observance.*

## **Obtaining Score Reports**

About three weeks after the test, scores will be available online. The official printed score report will be mailed to the student, to the student's high school, and to colleges and scholarship programs designated by the student on the Registration Form five weeks after the test. The student may also get SAT scores approximately 8 days early with "Scores by Phone," a College Board service fee applies.

A student may view scores on the web through his or her College Board login.

# The Test

The ACT is another college admission test, which is accepted by all colleges and universities. The ACT Assessment is designed to assess a student's general educational background as well as the student's ability to complete college-level course work. The ACT consists of four sub-tests and each sub-test yields a score of 1–36. A composite score is derived from averaging the four sub-tests and is reported on a scale of 1–36. The ACT is a three-hour multiple-choice test that measures achievement in English, Mathematics, Reading and Science Reasoning.

## The Writing Test

ACT has a 30-minute Writing Test as an “optional” component. The combined information from the English and Writing tests informs postsecondary institutions about students' understanding of the conventions of standard written English and their ability to produce a direct sample of writing. **Almost all colleges require a Writing Test score for admissions or placement.**

Students may register by mail or online. If you would like to register by mail, you may get a registration packet from your counselor. If you would like to register online go to **[www.act.org](http://www.act.org)**.

## Score Results

Three different reports are generated for each student tested—the High School Report, the Student Report, and the College Report. Scores are normally mailed 4-7 weeks after the test date. If a student gives his or her high school code when registering, the high school counselor receives an *ACT High School Report* to be kept with the student's school records.

The *Student Report* is normally mailed to the high school. A report is also sent to each valid college or scholarship agency code which the student listed and paid for when registering (up to six).

The *College Report* differs slightly from the ones the student and the high school counselor receive. It includes the grades reported in up to 30 high school courses. It may also include predictions about performance in specific college programs and courses. If the ACT Assessment has been taken more than once, a separate record is maintained for each test date. In such cases, if the student requests that a report be sent to a college, ACT will release only the record(s) from the designated test date(s).



## SAT Subject Tests

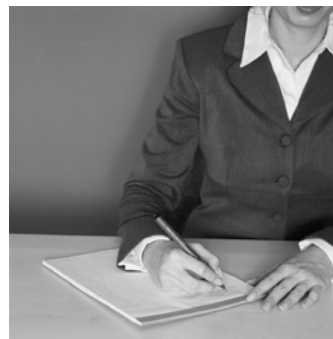
In addition to the SAT or ACT, some colleges and universities require or recommend one or more of the SAT subject tests either for admission or placement purposes. Subject Tests are designed to measure knowledge and the ability to apply that knowledge in specific subject areas. Students take the Subject Tests to demonstrate their mastery of specific subjects.

Before deciding which SAT Subject test(s) to take, make a list of the colleges which you are considering attending and then check websites to determine whether those schools require SAT scores for admission, and if so, which tests they require. A college may require a language subject test for admission, or the college may exempt you from a freshman course requirement if you do well on a language subject test. Even though a college may not require an SAT subject test for admission they may still review your scores to get a better understanding of your academic background.

The SAT Subject Tests are typically multiple choice one-hour subject matter tests. The subject tests fall into five general subject areas and may have unique formats: English, Mathematics, History, Social Studies, Science and Languages. Most students take subject tests at the end of their junior year or at the beginning of their senior year. **However, you should take tests like World History, Physics, Biology, or Chemistry as soon as possible after you have completed the course so the information is still fresh in your mind.** It is better to take the language tests after at least two years of study.

You must register separately for the SAT Subject Tests. Check [www.collegeboard.com](http://www.collegeboard.com) for specific subject matter test dates, sample questions, and registration information. Registration for the SAT Subject Tests can be done online or by mail. See your counselor for the registration bulletin. Fee waivers are available from your school counselor for qualified students.

***Note: Sunday test dates are scheduled following each Saturday test date for students who cannot test on Saturday because of a religious observance.***



# Texas Higher Education Assessment (THEA)\*

All students entering Texas Public colleges and universities must take and pass the THEA tests in reading, math, and writing skills. A student who does not pass all three sections of the test must participate in a remediation program in the subject area(s) not passed. Students must take the test prior to enrolling in any college-level classes at a Texas public community or technical college or university and educator preparation programs in public and private institutions. This includes dual-credit courses.

You should plan to take the THEA in the spring of your senior year (if not earlier). The test is given on specified Saturday mornings. Students may be exempt from THEA if they meet the following test score requirements:

ACT	composite score of 23 with a minimum of 19 on both the English and math tests; OR
SAT	combined verbal and math score of 1070 with a minimum of 500 on both the critical reading and math tests; OR
TAKS	2200 English Language Arts, 2200 Math, 3 Writing Subsection.

**Regular Registration:** to register during the regular registration period, you must complete the THEA Test Registration Form and mail it in with a \$29 payment by the postmark deadline.

**Late and Emergency Registration:** to register during the late or emergency registration period, you must call (512) 927-5398 between 8:00 a.m. and 7:00 p.m. central time, weekdays excluding holidays. After you have registered by telephone, you must complete the THEA Test Registration Form and mail it in with the appropriate payment. Registration information can be found at <http://www.thea.nesinc.com>.

\*Most Texas schools accept the ASSET or Compass scores in place of the THEA. ACC administers the ASSET for all seniors in AISD high schools for free. Students who are enrolling in Early College Start may obtain Compass fee waivers to test at ACC, as well.



## Texas Assessment of Knowledge and Skills (TAKS)

For students in the class of 2013 and 2014, exit level TAKS must be passed. The State of Texas requires every public school district to assess students' mastery of the state curriculum standards, the Texas Essential Knowledge and Skills (TEKS). TAKS has been developed to better reflect good instructional practice and to more accurately measure student learning. The connection between the state curriculum (the TEKS) and the state assessment program (the TAKS) has been strengthened so that students, schools, parents, and the general public receive meaningful information about what Texas students know and are able to do. Eleventh graders attending Texas public schools will be required to pass the TAKS Exit Level tests in English Language Arts, Mathematics, Science, and Social Studies in order to be eligible for a high school diploma.

## Advanced Placement (AP)

AP tests, sponsored by the College Board, are based on AP college-level courses taken in high school. The results are reported on a scale of 1–5, and a college may use the results for college credit and/or course placement. The AP exams are administered during two weeks, May 6- 17, 2012. The following exams are available to students:

Art History	Comparative Govt & Politics
Biology	United States Govt & Politics
Calculus AB	Human Geography
Calculus BC	Italian Language & Culture
Chemistry	Japanese Language & Culture
Chinese Language & Culture	Latin: Vergil
Computer Science A	Music Theory
Macroeconomics	Physics B
Microeconomics	Physics C
English Language	Psychology
English Literature	Spanish Language and Culture
Environmental Science	Spanish Literature
European History	Statistics
French Language & Culture	Studio Art
German Language & Culture	United States History
	World History

There is a cost associated with each AP test. However, financial assistance is available for students who qualify due to financial need. See your counselor for details regarding the cost of the AP exams. Additionally, check with the college of your choice to see what their specific policy is in regard to AP test results.

## Credit by Exam (CBE) For High School Credit

Credit by exam with prior instruction offers students the opportunity to take an exam to recapture a credit. Students must score at least a 70% to earn credit. The grade is used in calculating the grade-point average (GPA). Exams for credit are administered for a fee throughout the year at the University of Texas Distance Learning Center.

Credit by exam without prior instruction offers students who have expertise in a particular area, but have not received instruction in that area, to take an exam for credit. Students must score at least 90% to receive credit. Opportunities for students to test to earn course credit are offered several times each year by the AISD Office of Systemwide Testing. Check with your counselor for the testing schedule.

# Financial Aid Information

As you prepare for college and you are faced with the challenge of how to pay for your education, you may find that your own financial resources--including help from your parents--are not enough to meet the costs of the college of your choice.

## **Warning: Scholarship Locator Companies**

You and your parents might receive an invitation to attend a “free” financial aid session. Those who invite you might suggest that they have “free” scholarship money to give away. Please consult your counselor regarding this service. The service is not free nor is it cheap. This same information is available via your high school counselor or from the college(s) you are considering.

## **The Financial Aid Process**

This section is an introduction to the financial aid process. It is not intended to be an encyclopedia of all existing financial aid programs. Both you and your parents should use it as you look for the best financial aid package to fund a college education. Financial aid programs were developed to help students pay for college. Funds from the state or federal government, civic groups, churches, employers and even the colleges themselves enable more and more students to attend an institute of higher learning.

## **Sources of Financial Aid**

Since the best source of financial aid is through the institution of your choice, it is very important that you contact the financial aid counselor at the college(s) you are considering. The financial aid counselor is your primary contact for financial aid throughout your college career. Most colleges will discuss four types of financial aid with you.

## **Types of Financial Aid Available**

- Scholarships
- Grants
- Work-study Programs
- Loans





## Scholarships

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Scholarships are awards that are usually based on need or achievement. These are available from national, state and local donors, contests, employers, parents' associations, and many other sources. Many scholarships are awarded from the college based on merit. Scholarships are "gift aid" and do not have to be paid back. You may have read, "Millions of scholarship dollars go unclaimed each year." Is this true? It may be, but often for very simple reasons:

1. Because the rules for awarding some scholarships are so restrictive few students are eligible.
2. Because eligible students don't apply, apply late or make mistakes on their applications.
3. Because the scholarship process requires time, work and dedication on the part of you and your parents as well as school personnel, many times those who are the most organized and diligent in the application process are the ones who receive scholarships! You and/or your parents have the responsibility to:
  - Investigate scholarships online in the AISD scholarship database at:  
**<http://www.austinisd.org/naviance>**
  - Read the AISD Scholarship List posted on the AISD website, on Family Connection and in the Counseling Office. This list reports current scholarships, describes eligibility, amount of awards, donor information and deadlines. It will feature local donor scholarships as well as national grants and contests. Also, find out the freshman scholarship application deadline for each school to which you may apply.
  - Contact the financial aid office of the college(s) you are considering.
  - Investigate possible scholarship opportunities available via your parents' employment, the college or university you will attend, community organizations, and other sources.
  - Fill out the general scholarship application for AISD students available through this booklet or at <http://www.austinisd.org/naviance>. Return it and letters of recommendation to your counselor.
  - Investigate scholarship publications available online and in the counseling office.



## Tuition Exemptions

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Exemptions are a type of financial assistance allowing some Texas residents to attend a public college or university in Texas without paying tuition or, in some cases, tuition and fees.

### **Highest Ranking High School Graduate (Valedictorian)**

Eligible candidates are individuals who:

- Are Texas residents, nonresidents, or foreign students
- Graduate from an accredited high school in the State of Texas
- Are the highest ranking graduate in their high school
- Use the exemption within two years of graduation (unless granted an extension by the college President)

#### **Where may the awards be used?**

Available only for use at a Texas public college or university

**Amount of award:** Tuition during both semesters of the first regular session immediately following the student's high school graduation; fees are not covered

**Application Process:** Provide proof of valedictorian ranking to the registrar of the college. The Texas Education Agency issues certificates to the highest-ranking graduates of Texas high schools.

## Temporary Assistance to Needy Families (TANF) Exemption

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This program is designed to help children whose parents received TANF Temporary Assistance to Needy Families (TANF) get a start in college.

Eligible candidates are individuals who:

- Are Texas residents
- Have graduated from a public high school in Texas;
- Have been a dependent child whose parents received financial assistance through the TANF program for at least six months of the year of the child's high school graduation;
- Are younger than 22 years of age on the date of enrollment;
- Enroll as an undergraduate student at a public college or university and start using the award within 24 months of graduation from high school;
- Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs).

#### **Where may the awards be used?**

Only at Texas public colleges and universities.

The amount of award is the tuition and fees for the first academic year in which the student enrolls at a Texas public institution of higher education.

**Application Process:** Student must provide proof from the Department of Human Services of receiving TANF benefits to the college registrar.



# Grants

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A grant is a type of financial aid that does not have to be repaid. It is federal, state or local money that is awarded on the basis of need, possibly combined with some skills or characteristics the student possesses.

**TEXAS Grant [IMPORTANT: This grant is contingent upon the availability of state funds and will be cancelled or reduced in the event state funds are no longer available]**

The purpose of the program is to provide a grant of money to enable well-prepared eligible students to attend public and private non-profit institutions of higher education in Texas. The priority in making awards is to provide continued funding to recipients already enrolled in the program who are in college and are making progress towards their degrees. Because funding for awards to new students is limited, many students who meet the eligibility requirements will not be able to receive awards.

## **Eligible candidates**

**A student who meets one of the following two eligibility categories:**

- is a Texas resident;
- is an entering undergraduate (a student who is enrolled in the first 30 semester credit hours or their equivalent, excluding hours taken during concurrent enrollment in high school and courses for which the student received credit through examination);
- has financial need and an expected family contribution (EFC) of no more than \$4,000;
- has applied for any available financial aid or assistance;
- has not been previously granted a baccalaureate degree;
- enrolls at least 3/4 time in an undergraduate degree or certificate program at a Texas non-profit college or university;
- has not been convicted of a felony or a crime involving a controlled substance;\*
- graduated from an accredited high school in Texas no earlier than the 1998-1999 school year
- completed the recommended or distinguished achievement high school curriculum or its equivalent (1); and
- enrolls in an eligible Texas college or university within 16 months of high school graduation.

**OR A student who:**

- is a Texas resident;
- has financial need and an expected family contribution (EFC) of no more than \$4,000;
- has applied for any available financial aid or assistance;
- has not been previously granted a baccalaureate degree;
- enrolls at least 3/4 time in an undergraduate degree or certificate program at a Texas non-profit college or university;
- has not been convicted of a felony or a crime involving a controlled substance; and
- received his/her first associate degree in May 2001 or later and enrolls in a higher-level undergraduate program within 12 months of receiving the Associates Degree.

Please note that funding in this program is limited. Though you may meet eligibility requirements, your financial aid package may not include this grant if funds are not available at your college.

**When should students apply?**

Because funding in this program is limited, students should apply as early as possible. Deadlines vary by institution, but fall and spring grants are generally awarded in the spring prior to enrollment.

**How much can a student receive through the program?**

The award amount depends on the tuition and fees to be paid by the student. In general, it is an amount equal to the student's tuition and required fees at public institutions. Private institution awards are based on the public university amount.

**Is this a one-time award?**

No. Students who qualify on the basis of their high school curriculum and who continue to meet program academic standards in college can receive awards for up to 150 semester credit hours or for six years or until they receive their bachelor's degree, whichever occurs first. In the first year of college, the institution sets the academic standards. In subsequent years, the requirements are completion of at least 75 percent of the hours taken in the prior year, plus an overall college GPA of at least 2.5 on a 4.0 scale. Students who qualify on the basis of an Associate Degree and who continue to meet program academic standards in college can receive awards for up to 90 semester credit hours or for four years, or until they complete a baccalaureate degree, whichever occurs first. The academic standards are completion of at least 75 percent of the hours taken in the prior year, plus a cumulative grade point average in college of at least 2.5 on a 4.0 scale.

**Application Process:**

Students must complete the Free Application for Federal Student Aid (FAFSA). The financial aid office at the student's college or university will make awards. Persons interested in the program should contact the financial aid office at the student's college or university to find out about deadlines and additional procedures.

**FEDERAL PELL GRANT**

The Pell Grant is awarded to students who meet an eligibility criteria determined by the U. S. Department of Education. The formula produces an Expected Family Contribution (EFC) number. A Student Aid Report (SAR) will tell you if you are eligible. Pell Grant awards range from \$400 to \$4,500 a year. How much you will get depends on the cost of your education at your school, whether you are a full- or part-time student, and the EFC.

**FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS**

A FSEOG is for undergraduates with exceptional financial need, that is, with the lowest Expected Family Contributions. The difference between the Pell Grant and the FSEOG is that the U. S. Department of Education guarantees that each participating school will receive enough money to pay for Federal Pell Grants of its eligible students. There is no guarantee every eligible student will be able to receive an FSEOG.





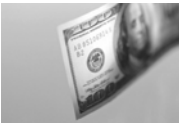
## **Work Study Programs**

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This consists of jobs on or off campus for students who demonstrate financial need. Most students work between 10 and 15 hours a week.

### **FEDERAL WORK-STUDY (FWS)**

The Federal Work-Study (FWS) Program provides jobs for undergraduate and graduate students who have financial need. Pay is at least the federal minimum wage, but it may be higher, depending on the type of work and skills required. The school must pay you directly or apply your pay to your tuition debt. Jobs may be on or off campus. If you work on campus, you'll usually work for your school. If you work off campus, your employer may be a private non-profit organization or a public agency, and the work performed must be in the public interest. When assigning work hours, your financial aid administrator will take into account your class schedule, health, and academic progress. Most students work between 10 and 15 hours a week.



## **Loans**

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Loans are money borrowed that must be repaid with interest. These include subsidized loans, unsubsidized loans and parent loans, need-based, and others are available to any borrower.

### **FEDERAL PERKINS LOANS**

These low interest loans are for students with exceptional financial need: that is, students with the lowest Expected Family Contributions (EFC's). Federal Perkins Loans are made through a school's financial aid office. Your school is your lender. You must repay this loan. You have a period of time before you begin repayment, called a "grace period." If you are attending school at least half time, you have a grace period of nine months after you graduate, leave school, or drop below half-time. At the end of your grace period, you must begin repaying your loan. You may be allowed up to 10 years to repay. Under certain conditions your loan repayment may be canceled— such as teaching at-risk students, working in a Head Start Program, teaching special education students, or serving in the Armed Forces.

### **FEDERAL STAFFORD LOANS**

The Federal Stafford Loan is a low interest loan made to students attending school at least halftime. A lender such as a bank, makes the loan. Sometimes a school acts as a lender. You must repay this loan. Students may qualify for a subsidized Federal Stafford Loan, which is based on financial need. Students can also get an unsubsidized Stafford regardless of need. The federal government pays the interest on the subsidized loan while you are in school and during your grace period. You

may pay the interest on the unsubsidized loan during in-school or deferment periods. If you do not pay the interest, it is added on to the principal amount of the loan. There is also an origination fee on the Federal Stafford Loans; however some lenders do not charge an origination fee.

### **FEDERAL DIRECT STUDENT LOAN PROGRAM**

The FDSLPL was launched in 1994. During the first years of its existence, all terms and conditions of loans made under FDSLPL will be identical to those made under FFELP, with the only difference being:

- FDSLPL will provide additional repayment options, and
- the federal government will provide the loan capital.

### **PLUS LOANS**

Another part of the Federal Family Education Loan Program (FFELP), these loans are for parent borrowers. If your parents need additional funds for educational expenses, they may apply for a PLUS loan. Your lender or college will provide you with an application and specific information about your eligibility, repayment requirements, etc. Remember, the total of your loans can never exceed the cost of your attendance less any financial aid you receive.

PLUS enables parents to borrow up to the entire cost of attendance minus any other financial aid-for each child who is enrolled at least half time and is a dependent student. There are guarantee and origination fees for PLUS loans. SLS loans were merged into the Unsubsidized Stafford loan program in July 1994. However, higher loan limits are available to independent students and to dependent students whose parents are ineligible for PLUS loans.

### **STUDENT FINANCIAL AID PROGRAMS**

In addition to the student aid programs administered by the Office of Student Financial Assistance, Congress has authorized student aid programs for the health and nursing professions. These programs are administered by the Department of Health and Human Services, under Titles VII and VIII of the Public Health Service Act, and are similar to the federal campus-based programs. Institutions are then responsible for managing program funds and awarding them to eligible students according to requirements specified in the law, regulations, and policy directives from the Department of Health and Human Services. These programs include the Nursing Student Loan, Health Professions Student Loan, Primary Care Loan, Scholarships for Disadvantaged Students, Loans for Disadvantaged Students, Health Education Assistance Loans, Exceptional Financial Need Scholarships, National Health Service Corps Scholarships, and Financial Assistance for Disadvantaged Health Professions Students.





# Financial Aid Application Process

The first and most important step in the application process is to complete the **FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)**. The **FAFSA** is the principal application document, and the information that you provide on this form serves as the basis for determining your eligibility for the federal student aid programs. In addition to the FAFSA, many colleges and universities may require students to complete one or more supplemental application forms, for which a fee may be charged.

1. Get a Free Application for Federal Student Aid from your high school Counseling Office, the college financial aid office or on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Find out from your college financial aid office whether there are additional forms you need to complete to be considered for institutional or state aid. Complete the forms as instructed and mail them to the appropriate office(s) or complete them online at the above-mentioned website.
2. Find out the college's priority deadline for applying for aid. This information should be in the school's catalog or can be obtained by calling the financial aid office. Count back four to six weeks for processing time. If you apply on-line, the process time is shorter. Prior to that date, send your federal application to the processor as indicated in the form's instructions. (For example, if the priority deadline is April 1, your federal application should be sent to the processor by mid-February.) **Federal applications may not be filed before January 1 of the year in which aid is sought. The application should be filed as soon as possible after that date.**
3. If applying for summer entrance, find out whether to use the preceding or upcoming year's FAFSA. Each college may differ in which FAFSA to use.
4. In the appropriate area of the federal application form, indicate to which college(s) you want the analysis of the federal application sent. Be sure to give the correct spelling and addresses for your colleges of choice, so your information will be forwarded to them.
5. When the analysis of the financial information you have provided is complete, the information will be made available to the colleges.
6. Contact the college financial aid office and make sure they have received all the financial information they need to consider you for local or state aid. If more information is needed, provide it promptly.

7. You will receive a summary statement called a Student Aid Report (SAR), and it should be reviewed very carefully. Follow instructions for making corrections and return the form if necessary. Keep a copy of the corrected form.
8. Contact the school you will be attending to determine if the original SAR or a copy of the corrected SAR needs to be submitted.
9. When the college finishes working with the SAR information, it will put together a FINANCIAL AID PACKAGE containing the types of aid they can offer each student. You will be informed of your aid offer via an award letter from the college.
10. If accepting the offer, you must sign the award letter, return it to the college, and keep a copy. If rejecting the offer, let the school know immediately so the financial aid can be offered to other applicants.
11. The school will send you any additional applications it needs to process your request for financial aid. Fill them out promptly and return them, keeping copies.
12. If your family financial situation changes during the year and more or less financial aid is needed, inform the financial aid office. You will have to provide additional documentation to receive more aid, but schools may be able to provide more money.

## **What Information Is Needed?**

Sometimes students and parents are surprised or dismayed when they are asked to furnish personal financial information to obtain financial aid. Please understand that most or all of the data is sought from you to meet requirements of the federal government and to insure that the financial aid programs are administered fairly for all students. In addition to a financial aid application, you may be required to provide federal tax returns for the student and the parents.

**Total Income includes** 1) income from tax form, 2) IRA/KEOGH payments, 3) Social Security benefits, 4) Aid to Families with Dependent Children (AFDC), and 5) other untaxed income.

**Standardized Allowances are** 1) Federal income tax paid, 2) Social Security payments, 3) state and other taxes, and 4) income protection allowance based on number of members in a household or in college.

**Net Worth includes** 1) cash, savings and checking accounts, 2) non-home real estate/investment equity, and 3) net worth of business.

**Student Contribution is** 1) savings from work and gifts, and 2) untaxed income.

## Common Mistakes You Can Avoid on Your Financial Aid Application:

1. Forgetting to sign the application. Be sure both student and parent(s) remember to sign.
2. Using the wrong figures. For income reporting, parents often use their W-2 form. They should take the Adjusted Gross Income from their last 1040 federal tax return.
3. Reporting the wrong taxes. When reporting taxes paid, parents often use the taxes withheld on their W-2 form. They should list the actual taxes paid as shown on their last 1040 federal tax return.
4. Students/parents often forget to report all required sources of untaxed income. They should include Social Security, child support, Aid to Dependent Children (ADC), etc.
5. Divorced parents sometimes include their ex-spouses' income. They should list only their own income and that of their current spouse.
6. Forgetting to fill out a separate application for a Stafford Loan if required. Check with your college's financial aid office to verify how they process their student loans.
7. Forgetting to round off numbers to the nearest dollar.
8. Follow instructions. Use pen or pencil as required.



## Summary

The process of requesting and receiving financial aid for college is a complex one. It requires time and effort on the part of the student, your parents, your high school counselor, and the financial aid counselor of your college. But the rewards can be satisfying if you approach the task with knowledge and diligence. Here are a few tips that can help you stay ahead in the financial aid game:

- Know your forms.
- Complete and file a FAFSA.
- Apply early.
- Be accurate.
- Make copies of everything you mail or submit on-line.
- Keep copies of income taxes.
- Register for Selective Service if you are an 18-year-old male <http://www.sss.gov>
- When questions arise, ask your college financial aid officer for help.
- Do not be afraid to apply to a college because of prohibitive costs. Go ahead and apply for financial aid to that school; and with the financial aid package that school offers, it might become a viable possibility.

## Austin Independent School District Scholarship Application

Name of Scholarship: \_\_\_\_\_  
 Please type all information **on both pages**. Return the completed form to the counseling office at your school.

Name: \_\_\_\_\_ Sex: \_\_\_\_\_ Age: \_\_\_\_\_ Ethnicity: \_\_\_\_\_  
Last First

Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Street City/State Zip

Email Address: \_\_\_\_\_

Names of schools attended: Elem. \_\_\_\_\_ Middle \_\_\_\_\_

High School Currently Attending: \_\_\_\_\_

**Mother**

**Father**

**Guardian**

Name	Name	Name
Home Phone	Home Phone	Home Phone
Address	Address	Address
Occupation	Occupation	Occupation
Business Phone/Ext.	Business Phone/Ext.	Business Phone/Ext.
Email Address	Email Address	Email Address

Number of adults and children who are dependent on parents' financial support: \_\_\_\_\_

Number of children dependent on parents' financial support: \_\_\_\_\_ Ages \_\_\_\_\_

Number of family members attending college: \_\_\_\_\_

**Describe any existing conditions that are causing unusual financial expenditures for any dependents listed above. Ex: illness, dental work, support of family by only one parent, etc.**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please check approximate annual gross income in the home before deductions. Include all sources of income **except** earnings of minors in part-time employment.

\$0 to \$15,000 _____	\$45,001 to \$55,000 _____	\$75,001 to \$85,000 _____
\$15,001 to \$30,000 _____	\$55,001 to \$65,000 _____	\$85,001 to \$95,000 _____
\$30,001 to \$45,000 _____	\$65,001 to \$75,000 _____	\$95,001 and above _____

**Education:**

Please list in order of preference:

Colleges: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Intended majors 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

What are your career plans after college? \_\_\_\_\_

**For Office Use Only**  
 PSAT \_\_\_\_\_ SAT \_\_\_\_\_ ACT \_\_\_\_\_ Rank \_\_\_\_/\_\_\_\_ GPA \_\_\_\_\_

**Student's Employment Record**

Business	Type of Work	Approx. # Hours per Wk.	Dates Worked
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Please list all requested information including the # of years involved. Please be specific. (You may add additional pages if needed.)**

**Scholastic Awards** (Ex. Trustee, Honor Roll, History Award)      **Number of Years**

_____	_____
_____	_____
_____	_____
_____	_____

**Athletic Awards** (Ex. Track Team, Volleyball Captain)

_____	_____
_____	_____
_____	_____
_____	_____

**Other Extra-Curricular Activities, Awards, or Honors**

(Ex. Band, Eagle Scout)

_____	_____
_____	_____
_____	_____
_____	_____

**Hobbies, Talents, or Interests not listed above:**

(Ex. Piano lessons, youth groups)

_____	_____
_____	_____
_____	_____
_____	_____

Please respond to **ONE** of the topics listed below. This is your chance to present your best self to the Scholarship Committee. Attach your **one page** response to your application.

1. My goals for the future and how I plan to achieve them.
2. A personal challenge which I had to overcome and how I overcame it.
3. Someone who has had a significant impact on my life and why/how

**I certify that all information on this application is correct:**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Counselor's Signature

# Scholarships and Financial Aid on the Internet

- AISD <http://www.austinisd.org/naviance>

This site lists many local, public and private scholarships. It provides links to applications and is updated frequently.

- Free Application for Federal Student Aid <http://www.fafsa.ed.gov/>

The FAFSA document can be downloaded from the U.S. Department of Education's web page and filed electronically.

- College for Texans <http://www.collegefortexans.com>

This site is maintained by the Texas Higher Education Coordinating Board and has valuable information about financial aid, choosing colleges, and has a link to FAFSA on the web.

- Texas Guaranteed Student Loan <http://www.tgslc.org/students/>
- College planning, money management, paying for college and more.
- FastWEB <http://www.fastweb.com>

This web site contains a search engine with information on some 400,000 scholarships, as well as a college search service.

- Making College Count <http://www.makingitcount.com>

This site offers advice on locating scholarships, college counseling programs, the hottest professional fields for college students to consider, and maximizing the college experience.

- FinAid <http://www.finaid.org>

This site contains descriptions of different types of college loans, access to scholarships with a FastWeb link, financial forms and an online college finance calculator.

- Financial Aid Resource Center <http://www.theoldschool.org>

This site provides information on the basics of financial aid, access to federal, state, and general aid sources, and links to college and university financial aid home pages.

- College Savings Plans Network <http://www.collegesavings.org>

This site is the state government's clearinghouse that connects users with state programs that provide innovative ways to save for a college education.

- College Board Fund Finder <http://www.collegeboard.com>

You can complete a personal profile outlining your background and interests and the Fund Finder program will quickly—and at no charge—match your qualifications with the requirements for a wide range of scholarships, grants, internships, and loans in the College Board's authoritative, annually updated, online database. The program gives you a list of funding sources and detailed information about how to apply.

- Hispanic College Fund <http://www.hispanicfund.org>

The HCF awards scholarships to Hispanic students seeking undergraduate degrees in business.

- U. S. Department of Education <http://www.ed.gov/index.jhtml>

This site will provide excellent information on student financial aid.



# Dual Credit/Credit in Escrow

## **What is dual credit?**

Dual credit is a program for students who are simultaneously enrolled in Austin ISD and Austin Community College (ACC). The Austin ISD student will attend college-level courses either at his or her high school or on an ACC campus and will earn both college credit and high school credit.

## **Who qualifies for dual credit?**

In order for a student to qualify for the dual credit program s/he must meet the following requirements:

- be a high school junior or senior
- be limited to a maximum of two (2) college-level courses per semester
- meet with an ACC advisor or counselor prior to enrolling in classes
- meet all ACC admissions requirements prior to enrolling in classes (including the THEA test)
- be recommended by the high school principal or the principal's designee and have parental permission.

## **What is the cost of dual credit?**

Austin ISD students are not required to pay tuition for dual credit courses. However, they are required to purchase textbooks and a parking permit (if applicable).

## **What ACC courses must students take to receive credit for high school courses?**

Please see the Secondary School Information Guide (SSIG) for Dual Credit articulation agreements between ACC courses and Austin ISD courses.



## Steps for Successful Co-Enrollment with Austin Community College Early College Start (ECS)

ACC Switchboard	(512) 223-7000
ACC Website	www.austincc.edu
Early College Start Office	(512) 223-7355
Early College Start Website	www.austincc.edu/ecs/
Early College Start e-mail	ecs@austincc.edu

1. Apply to ACC online at [www.austincc.edu/apply/](http://www.austincc.edu/apply/). Print out and complete a residency form. Residency form is submitted to ACC with your paperwork.
2. Complete ACC 101 online at [www.austincc.edu/acc101/](http://www.austincc.edu/acc101/), and print out ACC 101 checklist page for advising.
3. See your high school counselor to determine college readiness in reading, writing and math or your Texas Success Initiative (TSI) Status.

You are TSI exempt if you meet these minimum requirements:

- ACT English 19, Math 19, **AND** Composite 23, **OR**
- SAT Critical Reading 500, Math 500, **AND** Composite 1070, **OR**
- TAKS Math 2200, Language Arts 2200 with Writing Subsection 3
- TSI waived if enrolled in Certificate Program (42 hours).  
Some Certificate Programs have specific course requirements.

If not TSI exempt, obtain a fee waiver form from your high school counselor and schedule to take the COMPASS or ASSET test at any ACC Assessment Center, or ask your counselor if there will be testing at your high school.

NOTE: Students with disabilities who need accommodations are encouraged to take the THEA (See the "How to Register for Special Testing Accommodations" section in THEA Bulletin); however, limited disability accommodations for the COMPASS may be available (contact the Office for Students with Disabilities for specifics).
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

4. Obtain Early College Start Form from your high school counselor
  - A student must be a high school Junior or Senior
  - Students are limited to two courses per semester (Fall, Spring, Summer)
  - Students are restricted from enrolling in college courses that require skills they have not passed on COMPASS, ASSET or THEA (Reading, Writing, Math)
  - Courses must be selected and approved by your high school prior to meeting with an ACC Counselor/Advisor
  - Your high school determines if any ACC college-credit course you schedule can be granted high school credit as well.
  - Students may take developmental courses, but must pay tuition and fees in full for developmental courses; developmental courses count as part of the two-course maximum load.

5. Meet with ACC Advisor/Counselor and bring the following with you:
  - Copy of High School transcript (with SAT, ACT or TAKS scores if TSI exempt)
  - COMPASS, ASSET or THEA scores (if applicable)
  - Completed Early College Start Form. Incomplete forms CANNOT be processed.
  - Proof of prerequisites (or written permission from ACC Academic Department) for desired courses if the ACC Catalog (or website) indicates prerequisites are required
  - Proof of completion of ACC 101
  - Residency Form which should have been printed and completed when the on-line application was completed.
6. Submit all of the above to the ACC Advising Office on an ACC campus, or to an ACC Advisor who may be visiting your campus. (Check with the ADVANCE specialist for dates.)
7. Register by phone or web for classes once your forms have been fully processed. Use the ACC Course Schedule and Advising Sheet provided by the ACC Advisor as guides for course location. The ACC Course Schedule is at <http://www3.austincc.edu/schedule/>
8. Print proof of registration and bring it to your high school counselor.
9. Attend classes – Do not miss the first class.
10. Purchase required textbooks and materials.  
Web Site: [www.austincc.bkstore.com](http://www.austincc.bkstore.com)

After completing a course, students must obtain an ACC transcript from an ACC Admissions and Records Office and carry that transcript to their high school registrar's office in order to officially report their grade(s).

Students are expected to meet all requirements of the College. Conduct and disciplinary regulations are detailed in the ACC Student Handbook. Parents are subject to Family Educational Rights and Privacy Act (FERPA) guidelines that pertain to access to student records, and communication with Austin Community College professors and staff.

Withdrawals must be made in person through the Admissions Office prior to the deadline posted in the Course Schedule.

For more information, visit the Early College Start website at [http://www.austincc.edu/ecs/signing\\_up.html](http://www.austincc.edu/ecs/signing_up.html)



## **Tech-Prep and Credit-in-Escrow: An Early College Start Option with Austin Community College**

How well students perform in high school will determine their performance in our increasingly competitive job market. High school students now have the option of choosing a career-oriented program that offers them the chance to take technical courses for college credit. The aim of the high school Tech-Prep program is to prepare students with the advanced training and life-long skills required for employment and education beyond high school. Tech-Prep integrates applied academics, career education and work-based learning. It is very important that students choose a course of study that will prepare them to meet their academic and career goals, and Tech-Prep programs can help students meet their career goals under all three of the Texas Education Agency graduation plans.

Students who enroll in a Tech-Prep program have opportunities to earn credit-in-escrow with Austin Community College (ACC) through Articulation Agreements in place with Austin Independent School District. To obtain credit-in-escrow, students must:

- follow the suggested sequence of courses for the particular Tech-Prep program;
- earn a grade of “80” or above in the identified course; and
- register in CATEMA as a part of the class.

Students enrolled in the Tech-Prep program can change their sequence of courses if they decide to change their career concentration. Nothing in the Tech-Prep program will tie a student down to one particular career area. It is better for students to explore their options in high school than to invest a fortune at a college changing majors.

## **College Level Examination Program (CLEP) for College Credit**

Student can take CLEP exams to earn college credit. These tests are sponsored by College Board and are administered in most college test centers. You can contact your college or check the College Board website for more information. Not all colleges award the same amount of CLEP credit for individual tests so it is important to check with the college of your choice as to its specific policy regarding CLEP exams. There is a fee associated with the CLEP tests. If you would like more information regarding CLEP, please go to [www.collegeboard.com](http://www.collegeboard.com).

# Glossary of Terms

**Acceptance Form:** The student's written acknowledgment of receipt of an award letter. The form usually provides for acceptance of offered aid, possible declination of all or part of the package, and some means of requesting an appeal to modify the award. Frequently, acceptance letters and award letters are combined into a single document.

**Accreditation:** Recognition of a college or university by any of the regional or national accrediting bodies indicating that the institution as a whole has been judged to be meeting its objectives.

**ACT Assessment (ACT):** The ACT Assessment is a 3 ½ hour college entrance exam composed of five tests in academic areas (English usage, mathematics, reading and science reasoning and a writing component). Scores are reported on a scale of 1-36 for each academic area, as well as a composite score that averages the four tests.

**Adjusted Gross:** All taxable income as reported on a U.S. income tax Income (AGI) return.

**Advanced Placement:** A service of the College Board that provides high school AP Programs with course descriptions in college subjects and Advanced Placement Examinations in those subjects. High schools implement the courses and administer the examinations to interested students who are then eligible for advanced placement, college credit, or both, on the basis of satisfactory grades.

**Assets:** Cash on hand in checking and savings accounts; trusts, stocks, bonds, other securities; real estate (excluding home), income-producing property, business equipment, and business inventory. Considered in determining expected family contribution (EFC) for the FAFSA. Parents who expect to apply for financial aid and who have a college savings account should consult a financial advisor regarding in whose name the account should be listed.



**Associate:** A degree granted by a college or university after the satisfactory completion of a two-year full-time program of study or its part-time equivalent. In general, the associate of art (AA) or associate of science (AS) degrees are granted after students complete a program of study similar to the first two years of a four-year college curriculum. After earning the degree, students can transfer to four-year colleges to complete bachelor's degrees. The associate in applied science (AAS) is awarded by many colleges upon completion of a technological or a vocational program of study.

**Award Letter:** A means of notifying successful financial aid applicants of the assistance being offered. The award letter usually provides information on the types and amounts of aid offered, as well as specific program information, student responsibilities, and the conditions that govern the award. Generally provides students with the opportunity to accept or decline the aid offered.

**Bachelor's Degree:** The degree given for successful completion of the undergraduate curriculum at a four-year college or a university. Also called baccalaureate degree.

**Business Assets:** Property that is used in the operation of a trade or business, including real estate, inventories, buildings, machinery and other equipment, patents, franchise rights, and copyrights. Considered in determining the expected family contribution (EFC) for the FAFSA.

**Calendar:** The system by which an institution divides its year into shorter periods for instruction and awarding credit. The most common calendars are those based on the semester, trimester, quarter, and 4-1-4 (two equal terms of about 16 weeks with a 4-week interim term).

**Citizen:** A person who owes allegiance to the United States.

**College Scholarship Service (CSS):** One of three Multiple Data Entry (MDE) services that process the Free Application for Federal Student Aid (FAFSA).

**College-Preparatory Subjects:** A term used to describe subjects required for admission to or recommended as preparation for college, sometimes referred to as "college-prep." It is usually understood to mean subjects from the fields of English, history, foreign languages, mathematics, science, and the arts.

**College-Level Examination Program (CLEP):** A program of examinations in undergraduate college courses that provides students and adults the opportunity to demonstrate college-level achievement.

**College Work Study Program (CWS):** A federally sponsored program that provides jobs for students who have demonstrated financial need. Generally, students are paid at least the federal minimum wage, and the jobs are available through colleges as well as public and private nonprofit agencies.

**Cooperative Work-Study Education:** A program in which the student alternates between full-time college studies and full-time paid employment related to the area of study. Under this plan, the bachelor's degree often requires five years to complete.

**Cost of Attendance:** Generally, this includes the tuition and fees normally assessed a student, together with the institution's estimate of the cost of room and board, transportation and commuting costs, books and supplies, and miscellaneous personal expenses.

**Deferment of Loan (Binding Commitment):** A condition during which payments of principal are not required, and, for Federal Perkins and subsidized Federal Stafford and Federal Direct Stafford Loans, interest does not accrue. The repayment period is extended by the length of the deferment period.

**Deferred Admission:** The practice of some colleges of allowing students to postpone enrollment for one year after acceptance.

**Departmental Scholarship:** An award of gift assistance that is specifically designated for a recipient in a particular academic department within the institution.

**Dependent Student:** A student whose parental income and asset information is used in calculating expected family contribution (see Independent Student).

**Dual Credit:** A program for students who are simultaneously enrolled in Austin ISD (AISD) and Austin Community College (ACC). The AISD student will attend college-level courses either at his or her high school or on an ACC campus and will earn both college credit and high school credit.

**Early Action:** An applicant applying under an early action plan may be accepted, deferred into the regular review, or rejected. An early action acceptance imposes no obligation on the student to enroll.

**Early Admission:** Admitting students of superior ability into college courses and programs before they have completed the standard high school program.

**Early Decision:** A student admitted under the early decision plan is committed to enrolling at that college and must withdraw applications filed at other institutions. The early decision agreement signed by the student on the application form is a contract, and the student is obliged by good faith to uphold it.

**Early Notification:** Applicants who meet a college's requirements in the areas of high school course work, class rank, and test scores are admitted as soon as their application is complete.

**Educational Expenses Eligible Institution:** An institution of higher education, a vocational school, a post-secondary vocational institution or a proprietary institution of higher education that meets all criteria for participation in the federal student aid programs.

**Enrolled:** The completion of registration requirements (other than the payment of tuition and fees) at the institution the student is or will be attending.

**Enrollment Status:** At those institutions using semesters, trimesters, quarters, or other academic terms and measuring progress by credit hours, enrollment status equals a student's credit hour workload categorized as full-time, three-quarter-time, or half-time, or less-than-half-time.

**Exceptional Need:** An eligibility criterion in the FSEOG and Federal Perkins Loan Programs.

**Expected Family Contribution (EFC):** The amount a student and his/her family are expected to pay toward the student's cost of attendance at a postsecondary institution.

**Federal Pell Grant:** A grant program for undergraduate students who have not yet completed a first baccalaureate or bachelor's degree.

**Federal Perkins Loans:** One of the campus-based programs; a long term, low interest loan program for both undergraduate and graduate students.

**Federal PLUS Loans:** Long-term loans made available to parents of dependent students.

**Federal Stafford Loan Program (Subsidized and Unsubsidized):** Long term, low interest loans administered by the Department of Education through private guarantee agencies.

**Federal Work-Study Program (FWS):** One of the campus-based programs; a part-time employment program which provides jobs for undergraduate and graduate students who are in need of such earnings to meet a portion of their educational expenses.

**Financial Aid Administrator:** An individual who is responsible for preparing and communicating information pertaining to student loans, grants or scholarships, and employment programs, and for advising, awarding, reporting, counseling, and supervising office functions related to student financial aid.

**Financial Aid Award:** An offer of financial or in-kind assistance to a student attending a post-secondary educational institution. This award may be in the form of one or more of the following types of financial aid: repayable loan, a non-repayable grant and/or scholarship, and/or student employment.

**Financial Aid Package:** A financial aid award to a student comprised of a combination of forms of financial aid (loans, grants and/or scholarships, employment).

**Financial Need:** The difference between the institution's cost of attendance and the family's ability to pay (i.e., expected family contribution).

**Free Application for Federal Student Aid (FAFSA):** The original input document (aid application) of the Department of Education's need analysis system. It is the original input form completed by an applicant and family. The document is the foundation for all need analysis computations performed. Submit completed form after January 1 of the senior year.

**Full-time:** Generally, one who is taking a minimum of 12 semester or quarter hours per academic term in institutions with standard academic terms.

**Student Gift Aid:** That form of financial aid that does not require repayment or require that work be performed.

**Grade Point Average (GPA):** An indicator of the student's overall scholastic performance. The GPA is computed by totaling the number of grade points earned in each course and dividing the sum by the total number of courses carried.

**Graduate or Professional Student:** A student enrolled in an academic program of study above the baccalaureate level at an institution of higher education.

**Grant:** A type of financial aid that does not have to be repaid; usually awarded on the basis of need, possibly combined with some skills or characteristics the student possesses.

**Guaranty Agency:** A state agency or private, non-profit institution or organization that administers a student loan insurance program.

**Honors Program:** Any program offering an opportunity for superior students to enrich their educational experience through independent, advanced, or accelerated study.

**Independent Student:** A student who has attained age 24, or who has not attained age 24 but: (a) is an orphan; (b) is a ward of the court; (c) is a veteran; (d) is married or is a graduate or professional student; (e) has legal dependents other than a spouse; or (f) presents documentation of other unusual circumstances demonstrating independence to the student financial aid administrator.

**Independent Study:** An arrangement that allows the student to earn college credit through individual study, usually planned with and supervised by a faculty advisor.

**Loan:** An advance of funds that is evidenced by a promissory note requiring the recipient to repay the specified amount(s) under prescribed conditions.

**Major:** The subject of study in which the student chooses to specialize; a series of related courses, taken primarily in the junior and senior years.

**Military Scholarships:** Scholarships available for the Army, Navy, and Air Force at many colleges and universities throughout the United States.

**Needs Analysis:** A system used to estimate a student applicant's need for financial assistance to help meet his/her educational expenses.

**Open Admissions:** The policy of some colleges of admitting virtually all high school graduates, regardless of academic qualifications such as high school grades and admissions test scores.

**Packaging:** The process of combining various types of student aid (grants, loans, scholarship, and work-study) to attempt to meet the full amount of a student's need.

**Parent Loan Program:** A loan program in which parents and graduate students and self-supporting undergraduate students can borrow from a bank or other lending institutions.

**Parents' Contribution:** A quantitative estimate of the parents' ability to contribute to post-secondary educational expenses.

**Part-time:** One who attends an institution on less than a full-time basis as defined by the institution.

**Student Pell Grant:** Financial assistance awarded by the federal government on the basis of need. The grant may be used toward tuition, room and board, books, or other educational costs. Requires no repayment.

**Promissory Note:** The legal document that binds a borrower to the repayment obligations and other terms and conditions that govern a loan program.

**Provisional Admissions:** Sometimes offered to students who do not meet the regular admissions requirements at a university. These students may be required to demonstrate their ability in a summer school program.

**Refund:** The amount due a student who withdraws or fails to pursue his/her course of study when funds have been paid to the institution.

**Regular Student:** A person who is enrolled or accepted for enrollment at an institution of higher education for the purpose of obtaining a degree or certificate.

**Repayment Schedule:** A plan, which should be attached to the promissory note at the time a borrower ceases at least half-time study, which sets forth the principal and interest due on each installment and the number of payments required to pay the loan in full.

**Reserve Officers Training Corps (ROTC):** Air Force, Army, and Navy programs on certain campuses which combine military education with baccalaureate degree study, often with financial support for those students who commit themselves to future service in the Armed Forces.

**Residency Requirements:** A minimum number of terms a student must spend on campus to be eligible for graduation. Also the minimum amount of time a student is required to have lived in a state in order to be eligible for in-state tuition at a public college or university.

**Review Status:** Any of the following may be considered when a student is not automatically accepted into a university: SAT/ACT scores, class rank, essays, letters of recommendation, special circumstances, extra-curricular activities, and socio-economic hardship.

**Rolling Admissions:** An admissions procedure by which the college considers each student's application as soon as all the required credentials, such as school record and test scores, have been received. The college usually notifies applicants of its decision without delay.

**Scholarship:** A form of financial assistance which does not require repayment or employment and is usually made to students who demonstrate or show potential for distinction, usually in academic performance, at the institution.

**SAT Reasoning Test:** A test on Critical Reading, Mathematics and Writing abilities given by the College Entrance Examination Board (CEEB) at specified test centers throughout the year. Required or recommended by colleges as part of the admissions process.

**SAT Subject Tests:** Tests in a variety of academic subjects designed to test the level of knowledge of a student in particular academic disciplines in relation to other students throughout the country. Some colleges use the SAT Subject Tests for placement in various levels of freshman courses; some use them as an additional indicator in the admissions process.

**Statement of Selective Service Registration:** A document male students must sign for federal, need-based assistance in which students note that they have, if required to do so, registered with the Selective Service.

**Student Aid Report (SAR):** The official notification sent to a student of the results of processing the student's FAFSA. The report shows the expected family contribution and usually must be submitted to the financial aid office at the institution at which the student enrolls for the student to receive payment under the Federal Pell Grant Program.

**Student Contribution:** A quantitative estimate of the student's ability to contribute to post-secondary expenses.

**Student Financial Aid:** Funds awarded to a student to help meet post-secondary educational expenses.

**Study Abroad:** Any arrangement by which a student completes part of the college program—typically the junior year but sometimes only a semester or a summer—studying in another country.



**Taxable Income:** Income earned from wages, salaries, and tips, as well as interest income, dividend income, business or farm profits, and rental or property income.

**TEXAS Grant:** A grant of money to enable well-prepared eligible students to attend public and private nonprofit institutions of higher education in Texas. Students must graduate on the recommended or distinguished achievement high school program to be eligible to compete, show financial need and apply for financial aid by submitting the FAFSA.

**Transcript:** Official record of high school or college courses and grades generally required as part of the college application.

**Transfer Student:** A student who has attended another college for any period, which may be defined by various colleges as any time from a single term up to three years. A transfer student

may receive credit for all or some of the courses successfully completed before the transfer.

**Undergraduate Student:** A student who has not achieved the educational level of a baccalaureate or first professional degree.

**Untaxed Income:** All income received that is not reported to the Internal Revenue Service or is reported but excluded from taxation.

**Verification:** The process of confirming information submitted on student aid applications through the comparison of specified documents to the data on the Student Aid Report (SAR) or other applications for student aid.

**Veteran:** A person who has served on active duty in the Army, Navy, Air Force, Marines or Coast Guard, and who was discharged other than dishonorably. Veterans are considered to be independent. There is no minimum length of service requirement.



# Austin ISD High School

## **W. Charles Akins High School**

10701 South First Street  
Austin, Texas 78748  
(512) 841-9900  
*\*School Code: 440-349*

## **L.C. Anderson High School**

8403 Mesa Drive  
Austin, Texas 78759  
(512) 414-2538  
*\*School Code: 440-294*

## **Stephan F. Austin High School**

1715 W. Cesar Chavez  
Austin, Texas 78703  
(512) 414-2505  
*\*School Code: 440-320*

## **James Bowie High School**

4103 West Slaughter Lane  
Austin, Texas 78749  
(512) 414-5247  
*\*School Code: 440-331*

## **David Crockett High School**

5601 Manchaca Road  
Austin, Texas 78745  
(512) 414-8600  
*\*School Code: 440-298*

## **Eastside Memorial High School**

1012 Arthur Stiles  
Austin, Texas 78721  
(512) 414-5810  
*\*School Code: 440-365*

## **Gonzalo Garza Independent High School**

1600 Chicon Street  
Austin, Texas 78702  
(512) 414-8600  
*\*School Code: 440-339*

## **International High School @ Eastside Memorial**

1012 Arthur Stiles  
Austin, Texas 78721  
(512) 414-5810  
*\*School Code: 440-368*

## **Lyndon Baines Johnson High School**

7309 Lazy Creek Drive  
Austin, Texas 78724  
(512) 414-2543  
*\*School Code: 440-306*

## **Sidney Lanier High School**

1201 Payton Gin Road  
Austin, Texas 78758  
(512) 414-2514  
*\*School Code: 440-302*

## **Liberal Arts and Science Academy High School**

7309 Lazy Creek Drive  
Austin, Texas 78724  
(512) 414-2589  
*\*School Code: 440-069*

## **A. N. McCallum High School**

5600 Sunshine Drive  
Austin, Texas 78756  
(512) 414-2519  
*\*School Code: 440-300*

## **John H. Reagan High School**

7104 Berkman Drive  
Austin, Texas 78752  
(512) 414-2523  
*\*School Code: 440-301*

## **Ann Richards School for Young Women Leaders**

2206 Prather Lane  
Austin, Texas 78704  
(512) 414-3236  
*\*School Code: 440-382*

## **William B. Travis High School**

1211 East Oltorf Street  
Austin, Texas 78704  
(512) 414-2527  
*\*School Code: 440-325*

\*School Code is the CEEB, which is required for college admission tests (PSAT/NMSQT, ACT, and SAT)

# **Board of Trustees Austin Independent School District**

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**Austin Independent School District does not discriminate on the basis of race, creed, color, national origin, sex disability or English language skills in its programs and activities.**