

COUNTDOWN TO GRADUATION

CLASS OF 2015



A Handbook for Senior Year
at
Ann Arbor Pioneer High School

TABLE OF CONTENTS

Page 3	Tentative Senior Calendar 2014-15
Page 4	What to do Before Applying to College Pioneer Deadlines for Applications
Page 5	The Common Application Form Submitting Online College Applications Submitting Paper College Applications
Page 6	Submitting a Transcript Mid-Year and Final Transcripts
Page 7	Submitting Test Scores Information About the College Admission Tests
Page 8	Alternatives to College
Page 9	Graduation Information

TENTATIVE SENIOR CALENDAR: CLASS OF 2015

Summer 2014	Schedule senior pictures or plan for picture taking during Registration. Note: Deadline for submission of yearbook pictures is Oct. 17 th @ 3 PM in the General Office)
August 25, 2014	Colleges That Change Lives College Fair (www.ctcl.org), The Henry Marriott Hotel, Dearborn, 7:00 PM
Sept. 2, 2014	First Day of School
Sept. 10, 2014	Senior Parent Night: Pioneer Large Auditorium: 7-8 PM (re: College Planning)
Sept. 12, 2014	Last day to drop/add PHS classes; CR/On-line Deadline
Sept.15, 2014	First day General Office begins accepting college application routing slips.
Oct. 13, 2014	Last Day to submit applications for schools with early notification deadlines of Nov. 1, 2013. (This includes University of Michigan.)
Nov. 17, 2014	Last Day to turn in college applications to ensure processing from PHS prior to Winter Break to meet Jan. 1 st -15 th deadlines.
Jan. 1, 2015	First date to submit Free Application for Federal Student Aid (FAFSA). Do this as soon as possible to receive the full financial aid for which you qualify.
Jan. 13, 2015	Financial Aid/Scholarship Information Night: 6:30 PM PHS Annex
Jan 29, 2015	Gap Year Fair: 6pm location TBD
March 1, 2015	Preferred deadline for submission of FAFSA to obtain maximum aid.
May 1, 2015	Candidate Reply Date – Deadline for a student to accept an offer of admission to the college of his/her choice
May 4-15, 2015	AP Testing Dates
May 9, 2015	Senior Prom
May18 – 22, 2015	Senior Culminating Activities
May 22, 2015	Last School Day for Seniors (tentative)
June 4, 2015	(Tentative) Graduation Rehearsal 10am, EMU Convocation Center Graduation 6pm EMU Convocation Center Senior All Night Party 10:30pm Pioneer

THINGS TO DO/CONSIDER BEFORE YOU APPLY TO COLLEGE

- Complete Student Profile and Parent Brag Sheet. The Student Profile is required before your counselor can write a letter of recommendation. Copies are available in the Counseling Office if you have misplaced yours. Please keep a copy of the completed forms for yourself. We are unable to make copies.
- Counselors recommend researching and applying to 3-5 colleges. Go to the college's website, click on "undergraduate admission" and follow the directions. There are computers available in the counseling office, Media Center and Career Center for you to use for this purpose.
- If your application requires teacher recommendation letters, please allow a minimum of 2-3 weeks for each teacher to complete a letter. Usually, these letters are completed online or mailed by the teacher to the college. Check with your recommender to see what he/she prefers. For recommendations that will be mailed, please provide the recommender with an addressed, stamped mailing envelope for each application. This is a simple courtesy which helps save time.
- College Visits at PHS. Many colleges visit PHS to recruit our students. Try to attend college visits in the Career Center for colleges you are considering. The admissions office representative who comes to PHS is the person who will help make the decision about admitting you. It is a time for you to meet that person and make a positive impression by being attentive and asking thoughtful questions.
- In-State Schools. Attending in-state schools may save money, especially for students contemplating graduate school. Tuition may be significantly less than the cost of out-of-state schools..
- WCC. Washtenaw Community College offers excellent two year programs which allow students to easily transition to a four year university. Go to wcc.net.edu for the application. WCC will contact applicants to set up an orientation date. Students who score below a 19 on the ACT may need to take the Compass Placement Test during the spring before fall enrollment. Additionally, WCC does a great job of accommodating students with learning disabilities. Students without access to computers, may come to the PHS Counseling Center computer lab for assistance with the application.

We need to make sure transcripts are correct before they go to colleges. Be sure to review the transcript included in this mailing and let your counselor know if you find something incorrect.

Pioneer's College Application Deadlines for 2014-15

September 15, 2014 First day college application routing slips accepted at General Office for processing

To process & send before November 1 - submit by October 13, 2014

To process & send before Winter Break - submit by November 21, 2014

Pioneer will continue to accept college applications throughout the year. Pay close attention to the deadlines of each college admission office.

THE COMMON APPLICATION

Over 500 Colleges accept the Common Application.

<http://www.commonapp.org>. This website allows you to submit an online application that will be sent to a variety of colleges of your choice. You will be required to enter email addresses for counselor and teacher recommendations. Make sure that you look carefully at each college website for "supplemental" pages they may also require for admission.

SUBMITTING APPLICATIONS ON-LINE USING COMMON APPLICATION –Check website above

- Transcripts. - Request transcript through Parchment.com. For Transfer-In credits, request official transcripts from original schools using Parchment or can use Pioneer's Records office using the "paper" request procedure (see below).
- Test Scores - Request through testing company.
- Recommendation(s) & School Report/Forms - Enter your counselor's e-mail. Link should be automatically sent to counselor/teacher to fill out online school report & submit letter of recommendation.
- Routing Slip - Fill out a routing slip at the General Office to let counselors know when you submitted your application. List all colleges to which you applied using the Common Application. Processing is free.

SUBMITTING NON-COMMON APPLICATION OR PAPER APPLICATIONS

We accept online (OL) forms from many sites: Common App, Universal College App, Send EDU, directly from the college. Some colleges may have you do YOUR part of the application online but want a paper copy of the counselor recommendation and school report. If that is the case, print out the form and follow paper submission procedure below.

- The General Office will begin accepting paper college application materials on Monday, September 15, 2014. Each application will cost \$2 to process, payable at the General Office. Fill out a routing slip in the General Office for each school.
- Be sure to attach a check for the application fee made out to the college. Any student turning in a "hard copy" application will need to attach a check for the application fee made out to the college. Colleges require application fees that can range from \$25 to \$100. If you are unable to pay this, then you must submit a hard copy of your college application along with a fee waiver you obtain from your counselor.
- Once you have completed your paper application, go the General Office, fill out a 'routing slip' and submit to the General Office with the two-dollar processing fee. Most applications will be processed within 15 working days of the date the routing slip is submitted to the General Office.
- Counselors advise students to complete all college applications by late October to ensure the best possible outcome. Applications must be turned in by November 21, 2014 if you want them mailed before Winter Break and for January 1st-15th application deadlines. It is the student's responsibility to be aware of college application deadlines and to plan appropriately for Pioneer's application processing time.

PLEASE DO NOT TURN IN YOUR COLLEGE APPLICATION TO THE COUNSELING OFFICE OR YOUR GRADE LEVEL OFFICE. YOU MAY TURN THEM IN BEFORE SCHOOL, AFTER SCHOOL, AND DURING LUNCH TO THE GENERAL OFFICE.

SUBMITTING A TRANSCRIPT

Colleges, some employers, scholarship programs and others will require students to send in their high school transcript. Transcripts are not sent directly from Pioneer but rather from an online source: (parchment.com) and you must make the request through Parchment. Please follow the directions below for submitting your transcript.

1. Go to www.parchment.com
2. Click on "Get My Transcripts".
3. For first time users, create an account by clicking "Sign Up" at the top of page.
4. Fill in registration information for a Parchment account. (*Parents will need to create the Parchment account if student is a minor under 18 years old.)
5. After creating your account, you will be directed to "Select your High School". Type in Pioneer and other requested information. The computer will then do a search.
6. On the next page, enter your "Enrollment Information".
7. On the next page, sign the "Transcript Request Form" with your mouse. Then click "Save and Continue".
8. The next page is titled "Select Destination Type". Select "Academic Destinations" and then "Show only undergraduate admissions". You will enter your college under "Institution Name". If you are considering a Division I or Division II college sport, click on the "NCAA" to have your transcript sent for athletic eligibility. After these steps, press "Save and Continue" if this is your only request; or, click on "Save and Add Another".
9. After completing the above request(s), you will arrive to a page titled "Confirm your Destinations and Delivery Details". You will choose a "Transcript Type". Most colleges do not require a fee, but if they do it will cost under \$3 and a credit card must be used for payment. Click "Save and Continue" at this point or "Add Additional Destinations".
10. This final page will display the delivery destination, a tracking identification, the delivery method, and fee. You should also print a "Confirmation Report" for your records in case the college needs verification it was sent.
11. To log out, go to the top of the page and click the arrow near your name. Click "Sign Out".

MID-YEAR AND FINAL YEAR TRANSCRIPTS

Most colleges will require a "Mid-Year Transcript" from applicants after the first semester of senior year. Additionally, the college that a student ultimately attends must have a final year transcript after graduating from PHS. When a student decides on a final college choice, then he/she must contact parchment.com and place an order for the final transcript. PHS will inform students of the exact date in June that final transcripts will be ready to send. At the time of this publication, that date remains undetermined.

THE FINAL TRANSCRIPT SHOULD ONLY BE SENT TO THE ONE COLLEGE YOU WILL ATTEND.

Colleges cannot release a student's financial aid nor can a student attend their college classes without a final high school transcript on file.

Student athletes planning to play for a Division I or Division II college team also need to send a final transcript to the NCAA Eligibility Center.

SUBMITTING TEST SCORES FOR COLLEGE

Colleges will require students to submit standardized test scores for the application process. Test scores will no longer be submitted from PHS to colleges due to new rules from college admission offices. Students need to contact the testing companies to have scores sent directly to your colleges. Here is the contact information for each company along with the price.

ACT

website: www.act.org

phone: 1-319-337-1270

Each test score sent from ACT currently costs \$12 for regular mail.

SAT

website: www.collegeboard.com

phone: 1-866-756-7346

Each test score sent from College Board currently costs \$11.25 for regular mail.

MORE INFORMATION ABOUT THE COLLEGE ADMISSION TESTS

ACT (www.act.org)

The ACT is a college admissions test administered six times per year in test centers throughout the country. The test consists of five sections: English, math, reading, science and an optional writing section. Students receive a score for each section a composite score ranging from 1-36. Refer to the official website for more information.

SAT I (www.collegeboard.com)

SAT I is officially the SAT I: Reasoning Test. It consists of verbal, math, and writing sections and takes about 3 ½ hours to complete. The test is administered seven times per year at test centers around the country and world. Nearly all selective colleges require the SAT or ACT as part of the admissions decision. Seniors who wish to take the test may refer to the enclosed page regarding testing dates also refer to the official website for more details.

SAT II (www.collegeboard.com)

The SAT II: Single Subject Tests are one-hour tests measuring specific achievement in 23 subject areas such as foreign language, mathematics, science, and history. Selective colleges may require one or two of these tests in addition to the SAT I. Please check with each college for specifics. Seniors applying to any college on an early decision or early action plan are advised to take SAT II tests no later than early November.

ADVANCED PLACEMENT EXAM (AP)

Advanced Placement Examinations are given in May each year for students who complete specific AP courses or curriculums. AP exams are not required for college admission but may be used by some colleges for college credit or for placement in advanced courses. Students will register and pay the exam fees at the General Office in early March.

ALTERNATIVES TO COLLEGE

Students may decide not to enter a college or university immediately after high school graduation for a variety of good reasons. Many positive alternatives exist that can lead to successful careers and perhaps a decision to continue post-secondary education at a later time.

Gap Year

Parents and students may refer to The Complete Guide to the Gap Year by Kristin W. White, for specific ideas and programs to do between high school and college. Pioneer will also be hosting a Gap Year Fair on Thursday, January 29, 2015 at 6:00 pm location TBD.

Trade School

Trade schools specialize in training students in skills needed for a specific field. Students receive certification and job leads upon graduation. Check the following website for information about trade schools and careers (<http://www.trade-schools.net/>). Go to "Trade Schools Directory" to learn more about the following job fields and careers: Automotive, Plumbing, Electrician, Aviation, Travel & Tourism, Real Estate, Media Arts, Technology, Cosmetology, Business, and Interior Design. Students may search by field and state to gain access to specific schools' web sites.

Enter the Work Force

Working for a large company in an entry level position or starting a small business can help shape a student's vision for his/her career path and field of study at college. Many websites exist for job hunting and the Metro-Detroit/Ann Arbor area holds several job fairs throughout the year. (www.Michiganworks.org).

Volunteer

Students who possess a passion for community and love "hands-on" projects may want to consider investigating the following opportunities:

- **Americorps** (www.americorps.gov) The Corporation for National and Community Service allows students to make a difference through hundreds of programs throughout the U.S., which address the critical needs of struggling communities. Students may earn money to help pay for college.
- **City Year** (www.cityyear.org) This program unites young people (18-24 yrs.) of all backgrounds for a year of full-time service, giving them the skills and opportunities to make significant differences in the lives of children and communities across the country.
- **Student Conservation Association** (www.thesca.org) Jobs and internships throughout the U.S. (18 years and older) relating to the environment.

Travel

Students may want to discover and explore other countries and their cultures through travel experiences. Consider exchange programs, working on a cruise ship, or working as an au pair or nanny for a family in another country. The following website offers information on jobs outside the U.S.

(http://www.quintcareers.com/cool_unique_seasonal_jobs.html)

Military Service

Some students may want to consider service in one of the five military branches (Army, Marine Corp., Navy, Air Force, and Coast Guard). The military offers young people opportunities in travel, professional skill building, career opportunities, higher education, self-discipline, leadership, and self-discovery. Qualified service members can receive more than \$70,000 in college tuition as well. The following website will help students and their parents weigh the opportunities and benefits of military service. Additionally, this web site also links to each military branch: "Things to Know Before Serving" (www.todaysmilitary.com/before-serving). Most of the military branches visit the PHS Career Center throughout the school year.

Students are also encouraged to visit the PHS Career Center (located across from the cafeteria). Ms. Joyce Williams coordinates information for many of these opportunities and programs.

GRADUATION INFORMATION

Cap, Gown, Tassel, etc.

PHS uses Jostens to sell all graduation items. They visit Pioneer during the first semester to distribute and explain their catalog to seniors. Orders are taken and delivery of items occurs during the second semester. All caps, gowns, and tassels must be ordered through Jostens. The price for a cap gown and tassel last year was about \$25. Measurements will be taken when the order is placed. Be sure to try on the cap and gown when it is received to ensure a correct fit! Let the senior grade level office know immediately if a problem exists with your gown. Bobby pins are needed frequently to hold the cap to the head. Keep track of your tassel; it's easily lost or misplaced!

Commencement Ceremonies

Commencement will TENTATIVELY be held at Eastern Michigan University's Convocation Center on Thursday, June 4, 2015 at 6 PM. There are no ticket requirements or number restrictions. If there are family members needing special seating and/or parking, please call the senior class office at least two weeks in advance. Expect to receive a letter from the Principal reviewing the dress and behavior codes.

All Senior All Night Party

The ASAN is for all graduating seniors after commencement. It is organized and chaperoned by parent volunteers. Please consider volunteering to assist with this special event. An incredible amount of time, energy, creativity, and money goes into this party. Student tickets initially cost \$40, but prices go up as the year goes on. Plan ahead and buy your tickets early!

Senior Behavior

Poor behavior and bad choices may lead to significant consequences. Suspensions, cheating, fighting, substance abuse tickets, etc. can affect graduation status and college acceptance. Students must be mindful of their actions!

Yearbook Pictures

Senior pictures for the 2015 Omega Yearbook are due in the General Office by 3 PM on Friday, October 17th, 2014. All senior portraits may be in color or black and white. The yearbook is in color so it's recommended that students submit a picture in color. Pictures should be full face and shoulders, no hands, no hat, or extra objects. All pictures will be cropped so they are head/shoulder shots only. Students who do not wish to be pictured in the yearbook must let OMEGA know in writing.