

## **CONGRATULATIONS!**

You have reached a milestone in your school career -  
you are a

## **POINT OPTION SENIOR!**

In this **POINT OPTION SENIOR** Handbook,  
you will find information about...

**S**urviving Senior Year

**E**ntering the Workforce or the Military

**N**avigating the College Application Process

**I**mproving your SAT scores and GPA

**O**btaining Money for College

**R**esources you may need throughout the year

Plan to write down information in your **SENIOR** Handbook as the Point Option Staff provides it to you, or you find the information yourself. This **SENIOR** Handbook will be a valuable tool for you to use as you move toward graduation and on to life after high school.

Print your name here: \_\_\_\_\_

If your **SENIOR** Handbook is misplaced, we'll be able to identify you and return it.

# SURVIVING SENIOR YEAR



***Pay Attention To Your ABC's.***

**A**TTENDANCE – Attend EVERY class, EVERY day, and be ON TIME.

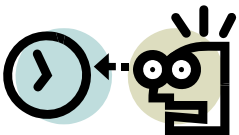
**B**EHAVIOR – Treat EVERYONE with respect. Follow the Rules and Regulations. Do all your Class work, Homework and Special Projects.

**C**OMMUNICATE – with your Teachers, your Guidance Counselor, and your PARENTS!!! Keep the lines of communication WIDE OPEN!



***AVOID Senioritis!***

Keep your eyes on the prize – your diploma – and don't allow yourself to be infected with that dread disease: Senioritis! You know the symptoms - laziness, not doing school work, "don't care" attitude, skipping classes or whole days of school, just generally feeling overwhelmed. If you feel yourself coming down with any of the symptoms of Senioritis, see Mr. Bonfiglio or Miss Cochran right away and get a "shot" of encouragement to cure your Senioritis!



***Time Management***

"So much to do, and so little time."

Start from the very beginning of the school year to plan your time wisely. Use a calendar or notebook to write down homework assignments, college application deadlines, SAT test dates, project due-dates, and other important dates to remember. If you have a job, write down your work schedule as soon as you get it so you can plan homework time and ask for time off, if you need it. Time flies – make the most of it!

# **E**NTERING THE WORKFORCE OR THE MILITARY

## ***During High School***

It's understandable that many students want or need jobs during senior year to pay for senior expenses like yearbooks, proms, photos and graduation announcements – or to save for college – or to pay for a car and insurance - or to save to get an apartment after graduation – or simply to help with family expenses. REMEMBER – School must be your top priority this year. **“School is JOB ONE!”**

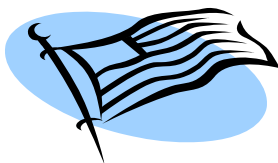
If you do have a job this year, be sure to talk to your employer about your school priorities and make sure he/she understands that school comes first. Employers support a well-educated, well-trained workforce and will support you in your effort to maintain good grades while working. Give your employer plenty of notice if you need time off because of school commitments, and always keep the lines of communication open.

## ***After High School***

Some students decide to go straight into the workforce following graduation from high school. If this is your plan, start right now to develop your resume. Your school counselor will be glad to assist you at any time. Ask trusted teachers or other adults in your life, who are not relatives, if they would be willing to serve as references for you on job applications. Write their names and contact information in the “Resources” section of your SENIOR Handbook. Where do you find job leads? The classified section of the newspaper is one place to start. Check out the internet, too. If there is a particular business where you would like to work, dress for success, visit, and ask for an application for employment. Check the white board near the Guidance Office for job postings.

## ***What About the U.S. Military?***

Recruiters from the U.S. Army, U.S. Air Force, U.S. Marines, U.S. Navy and U.S. Coast Guard, plus the National Guard are willing to visit your school to share information about career opportunities with students. You will want to include a parent or other adult family member in the discussions about potential service in the military. Recruiters are often willing to meet with students and their families in their homes or at the recruiting center. The ASVAB (Armed Services Vocational Aptitude Battery) Test is administered twice each year at Point Option. This test can help you determine which military positions suit you best, or just supply you with more information on what career areas you should explore in the civilian sector. We'll assist you with taking the ASVAB.





## **N**AVIGATING THE COLLEGE APPLICATION PROCESS

### ***Selecting a College or University***

Many factors influence the decision about what college or university you want to attend. Consider cost, choice of major, campus setting, extra-curricular activities available – like sports and music, distance from home, etc. You should also carefully and realistically examine the entrance requirements for the schools you select. How do you measure up? It's a good idea to narrow your list down to at least three schools. One school should be a sure thing – you meet or exceed all the entrance requirements. Another should be a stretch – you meet the minimum entrance requirements, but know the school is very selective. The third choice should be somewhere in the middle.

### ***Applying to College***

Once you've decided where you want to apply, explore the application process. Most schools now have on-line applications. You may wish to print a copy of the blank application, fill it out on paper and then transfer the information to the on-line form. If you choose to apply on-line, be sure to print a copy of your application BEFORE you hit the "send" button! Many schools also still accept applications submitted through the mail. Use blue or black ink and write or print neatly. Make a copy of your application before you mail it. Don't forget to include the application fee. Remember, if you receive free or reduced lunch and have used a fee waiver to take the SAT test, you also qualify to receive college application fee waivers. Check with your School Counselor to get a fee waiver form to include with your application.

### ***Transcripts***

Your college application is not complete until the college receives an official copy of your high school transcript. Your transcript is a record of all the classes you took in high school, the grades you earned, your cumulative grade point average, and SAT and/or ACT scores. Your transcript is considered "official" if it goes directly from the high school to the college admissions office, either in a sealed envelope (DO NOT open the sealed transcript!) along with your application, or mailed by your School Counselor. To obtain a transcript, you must speak to your School Counselor or Registrar. Provide the mailing address to the college on the transcript request card if you want us to mail your transcript; otherwise we will place it in a sealed envelope and return it to you to mail along with your application. Remember, the transcript is not considered to be "official" if the seal is broken. Please allow a week for processing.



## **Recommendations**

Some colleges and universities require recommendations from your School Counselor, one or more teachers, or other adults who know you and your potential well. Be aware that many students will be asking the same people to write recommendations. Ask early, well ahead of application deadlines...at least two weeks. If the recommendation should be sent directly to the college, provide the person writing the recommendation with a stamped envelope already addressed to the college. (Exception: your School Counselor. Her recommendation will be included with the official transcript) If the recommendation is to be included with your application, ask the writer to seal the envelope and sign across the flap. **DO NOT** open it! Recommendations are considered to be confidential information.



## **Essays**

Some colleges and universities require you to write an essay as part of the application process. Don't procrastinate on this! Unless the instructions indicate you should handwrite your essay, type it on a computer. Do not forget to use spell-check! Ask your English teacher or other trusted adult to proof-read your essay for you. Keep a copy of your essay.



## **Deadlines**

**Beat** deadlines, don't just meet them. Remember that your School Counselor is processing applications for other seniors, too, in addition to completing other job responsibilities. Plan to submit applications, transcript requests, requests for recommendations, etc., at least two weeks before the application deadline(s) - a month before would be even better. Don't even think of running to the office on the day an application is due, needing a transcript and a recommendation!!! When you beat the application deadlines, the ball is in the college's court – you simply sit back and wait for your acceptance letters to arrive.

## IMPROVING YOUR SAT SCORES AND GPA

One of the best ways to improve your SAT Scores is to improve your GPA – get good grades! If you are studying hard and doing well in school, you should do well on the SAT/ACT tests. But there are some strategies to improving your scores.



### ***Improving Your GPA***

College and universities will be making an initial admission decision based on your cumulative grade point average (GPA) from the end of your junior year or the end of the first semester of senior year. It is very important to maintain good grades. Colleges like to see A's and B's on transcripts!



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

Visit the College Board website and check out the free SAT Tips and Practice Tests online. There is a wealth of information, including online registration for SAT tests, at this website.



### ***Books and CD's***

There are many books and CD's on the market that are geared toward improving SAT scores. Learning good test-taking strategies, familiarizing yourself with the format of the test, and actually taking practice tests are some techniques you may use to improve your scores. Knowing how to take the test when you walk into the test center is crucial!



### ***When should I take the SAT or ACT?***

If college is your plan after graduation from high school, you should take your first SAT during spring of your junior year. As long as you are taking or have completed geometry, you should do fine. The ACT is a little different, content-wise, but the recommendation is that you take it for the first time in spring of your junior year. Test dates for both the SAT and ACT are listed below



## **SAT Testing Schedule 2010-2011**

<b>Test Date</b>	<b>Test</b>	<b>Regular Deadline</b>	<b>Late (a fee applies)</b>
October 9, 2010	SAT	September 10, 2010	September 24, 2010
November 6, 2010	SAT	October 8, 2010	October 22, 2010
December 4, 2010	SAT	November 5, 2010	November 19, 2010
January 22, 2011	SAT	December 23, 2010	January 7, 2011
March 12, 2011	SAT only	February 11, 2011	February 25, 2011
May 7, 2011	SAT	April 8, 2011	April 22, 2011
June 4, 2011	SAT	May 6, 2011	May 20, 2011

**SAT Test Center Codes: Denbigh 47480; Heritage 47488**

## **SAT Testing 2010=2011 Fees**

<b>Test</b>	<b>Fees</b>
SAT Reasoning Test*	\$47.00
SAT Subject Tests*	
Basic registration fee	\$21.00
Language Tests with Listening	add \$21.00
All other Subject Tests	add \$10.00
<b>Registration Services (add to total test fees)</b>	
Late registration fee	\$24.00
Re-registration by telephone	\$24.00
Standby testing fee*	\$41.00
Change test, test date, or test center fee	\$24.00

**High School Codes for both SAT and ACT Tests (also known as CEEB codes): Pt. Option 471548  
Denbigh 471532; Heritage 471542; Menchville 471546; Warwick 471553; Woodside 471558**

## **On-line Registration for SAT**

Paper registration forms are available in the Guidance Office, or you may register on-line:  
SAT Test – [www.collegeboard.com](http://www.collegeboard.com)

**\*\*\*If you qualify for Free or Reduced Lunch, you may also qualify for a Fee Waiver for the SAT or ACT Tests – ask your School Counselor for more information.**

## ACT Testing Schedule 2010-2011

Local ACT Test Center Locations, Test Dates and Test Center Codes are listed below.  
Local High School CEEB School Codes are the same as for the SAT Test.

Test Date	Registration Deadline	(Late Fee Required)
September 11, 2010*	August 6, 2010	August 7 – 20, 2010
October 23, 2010	September 17, 2010	September 18 – October 1, 2010
December 11, 2010	November 5, 2010	November 6 – 19, 2010
February 12, 2011**	January 7, 2011	January 8 – 21, 2011
April 9, 2011	March 4, 2011	March 5 – 18, 2011
June 11, 2011	May 6, 2011	May 7 – 20, 2011
Denbigh High School	ACT Test Center Code 212280	No Test on April 9 or June 11, 2010
Heritage High School	ACT Test Center Code 215100	No Test on June 11, 2010

### 2010-2011 ACT Fees

**All fees are nonrefundable unless otherwise noted.**

**\$33.00 - ACT (No Writing)** Includes reports for you, your high school and up to four colleges if codes are provided when you register

**\$48.00 – ACT Plus Writing** Includes report for you, your high school, and up to four colleges if codes are provided when you register. The \$15.00 Writing Test fee is refundable, on written request if you are absent on test day or switch to the ACT (No Writing) before testing begins.

**\$21.00 – Late Registration Fee**

**\$12.00 – Re-registration by telephone**

**\$41.00 – Standby testing on test day**

**\$20.00 – Test date change**

**\$20.00 – Test center change** for the same test date

**FREE! – Viewing test scores online**

High School Codes for both SAT and ACT Tests (also known as CEEB codes): Pt. Option 471548  
Denbigh 471532; Heritage 471542; Menchville 471546; Warwick 471553; Woodside 471558

### On-line Registration for ACT

Paper registration forms are available in the Guidance Office, or you may register on-line:  
ACT Test – [www.actstudent.org](http://www.actstudent.org)

**\*\*\*If you qualify for Free or Reduced Lunch, you may also qualify for a Fee Waiver for the SAT or ACT Tests – ask your School Counselor for more information.**





## **OBTAINING MONEY FOR COLLEGE or OTHER EDUCATION BEYOND HIGH SCHOOL**

Rising tuition costs dictate that most students will need to get some sort of financial aid to pay for their education beyond high school. Unless your family just won the lottery, you will need to apply for financial aid and/or scholarships in order to pay for college.

### ***What is Financial Aid?***

Financial aid is simply money that comes from someplace other than your family's pockets or bank accounts to pay for your education. It can come in several forms.

**GRANTS** – usually need-based; family and student income is often considered; you are not required to pay back a grant.

**SCHOLARSHIPS** – usually awarded for excellence – in academics, athletics, the arts; you are not required to pay back a scholarship, but you may have to maintain a certain grade point average to keep the scholarship or renew it.

**LOANS** – this is money you or your family borrows. Loans must be paid back by the person taking out the loan. If it is the student, repayment usually begins after graduation from college.

Financial aid comes from a variety of sources: the federal government, the state government, colleges and universities, civic groups, churches, individuals, etc.

### ***FAFSA – Free Application for Federal Student Aid***

The federal government offers money to help students pay for college. To access it, you must fill out a FAFSA – Free Application for Federal Student Aid. The form is available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) – and can be submitted online or by mail. FAFSA forms should not be submitted until after January 1<sup>st</sup> of the year you plan to attend college. Be sure to familiarize yourself with this process, because the FAFSA is your KEY to obtaining grant or loan money to pay for college.



### ***Scholarships***

Your School Counselor maintains a list of available scholarships, applications and contact information. Be sure to follow the instructions for applying carefully, and beat the deadlines. Most scholarships will require an official copy of your transcript. Some require recommendations, and many require that you write an essay.

# RESOURCES

## ***School Information***

My School Counselor is \_\_\_\_\_  
(Mr. Mrs. Ms.) First Name Middle Initial Last Name

My School Counselor's email is \_\_\_\_\_

My High School mailing address is \_\_\_\_\_

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

My Guidance Department phone number is \_\_\_\_\_

My Guidance Department FAX number is \_\_\_\_\_

My school CEEB school code is \_\_\_\_\_

My SAT Test Center Code is \_\_\_\_\_

My ACT Test Center Code is \_\_\_\_\_

Important Dates to Remember: \_\_\_\_\_

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Notes: \_\_\_\_\_

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

**References and Recommendations**

**Teachers** who have agreed to write recommendations for me are:

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*(Mr. Mrs. Ms.) First Name Middle Initial Last Name Subject*

Phone \_\_\_\_\_ Email \_\_\_\_\_

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*(Mr. Mrs. Ms.) First Name Middle Initial Last Name Subject*

Phone \_\_\_\_\_ Email \_\_\_\_\_

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*(Mr. Mrs. Ms.) First Name Middle Initial Last Name Subject*

Phone \_\_\_\_\_ Email \_\_\_\_\_

**Others** who have agreed to write recommendations for me are:

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*(Mr. Mrs. Ms.) First Name Middle Initial Last Name Relationship*

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*Address City State Zip*

Phone \_\_\_\_\_ Email \_\_\_\_\_

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*(Mr. Mrs. Ms.) First Name Middle Initial Last Name Relationship*

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*Address City State Zip*

Phone \_\_\_\_\_ Email \_\_\_\_\_

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*(Mr. Mrs. Ms.) First Name Middle Initial Last Name Relationship*

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*Address City State Zip*

Phone \_\_\_\_\_ Email \_\_\_\_\_





