

SECTION II: PLANNING BEYOND HIGH SCHOOL

THE POSTSECONDARY PLANNING CALENDAR

- 9th Grade
1. Attend the Four-Year-Plan orientation and complete a Four-Year-Plan.
 2. Continue to focus on career possibilities.
- 10th Grade
1. Complete the Self-Directed Search. Discuss results with parents, other adults, teachers, and peers. Plan to take elective courses that are related to an academic major and visit some job sites.
 2. The Preliminary Scholastic Assessment Test (PSAT) is given to all 10th grade students in the fall of their sophomore year. (Check with counselors prior to October regarding the date.) The PSAT is given **once** a year.
- 11th Grade
1. Take (PSAT) again in the fall of the junior year. Students must register to take the PSAT. Check with counselors prior to October regarding the PSAT date. To qualify for National Merit Scholarship and other scholarship competition, the PSAT must be taken during the junior year.
 2. Take the Scholastic Assessment Test (SAT) and/or American College Test (ACT) in the spring. Check postsecondary catalogs or The College Handbook to determine which test is required for admission.
 3. Visit the high school counselor regularly. The counselor will guide students in the exploration of possibilities and in the application process. Take advantage of books, videos, and catalogs in the counseling office and Career Resource Center as well as the library or Internet.
 4. Begin to visit campuses.
 5. Register with the NCAA Clearinghouse if interested in an athletic scholarship in a Division I or II school.
 6. Begin the process for military appointments.
 7. Consider Postsecondary Options (See Page 21)
- 12th Grade
1. Maintain an academically rigorous course of study.
 2. Attend the individual conference to complete the application for graduation.
 3. Listen to announcements concerning postsecondary representatives visits, PROBE Fair, scholarship information, and test registration dates.
 4. Retake the SAT and/or ACT in early fall to improve scores.
 5. Select postsecondary and technical schools.
 6. Write a letter to each postsecondary choice requesting scholarships, applications, catalogs, and a financial aid application.
 7. Submit application, application fee, and a copy of the high school transcript to at least two colleges. Prospective Division I or II athletes must send final transcript to the NCAA Clearinghouse.

8. Obtain Federal Student Aid Form (FAFSA) from counselors or post secondary choice after January 1. Private institutions may require additional forms.
9. Visit post secondary institutions of choice.
10. Finalize post secondary choices.

PROGRAMS FOR PROSPECTIVE POST SECONDARY STUDENTS

Adequate preparation for post secondary level work requires a concerted effort by teachers, parents, and students. Just as the level of difficulty increased dramatically between middle school and high school, so do the demands increase from high school to the post secondary level. High school cannot and should not be as difficult as the post secondary level.

Students cannot expect to do the minimum postsecondary-preparation work, set by the Georgia Board of Regents, the Department of Technical and Adult Education, and the Georgia Department of Education, in high school and be prepared to do well at the post secondary level. Students who excel at the post secondary level generally excel in the high school college preparatory program. Whatever your program -- do your best work.

1. **HOPE Grant** - Helping Outstanding Pupils Educationally is a four-year scholarship program funded by the Georgia Lottery. This program provides funds for tuition fees in degree, diploma or certificate programs at any Georgia public or private post secondary institution, university or technical institute for Georgia residents who meet certain criteria. Keep up to date on HOPE and other student financial aid programs available from the Georgia Student Finance Commission by visiting the website at www.gsfc.org or calling 1-800-505-GSFC.
2. **Postsecondary Options** - A maximum of \$175.45 per five-hour quarter course or three-hour semester course for tuition will be paid to Georgia public post secondary schools for high school juniors and seniors who meet certain criteria. These classes may be on a joint enrollment or early admission basis. The funds are made available by shifting tax funds from the high school to the post secondary school. Students must be age 16, or an 11th or 12th grader, have a 3.0 average in academic subjects, an 970 on SAT or 21 on ACT (higher at some colleges). Carnegie unit credit is determined at the following rate; each 7.5 quarter hours equals 1 Carnegie unit, each 5 semester hours equals 1 Carnegie unit.
3. **Georgia Scholars Program** - This scholarship must be funded annually by the State Legislature. If a student achieves a 1360 on the SAT and maintains a 3.75 average or is in the top ten percent of the graduating class, he/she may be eligible for the Georgia Scholars program. Plans must be made beginning in 9th grade to meet all curriculum, leadership, attendance, academic and fine arts requirements. Please request criteria from your counselor in February. Qualified students receive partial tuition assistance if they attend a Georgia post secondary institution or university.

4. **Joint Enrollment** - Postsecondary classes are taken during the senior year for postsecondary and high school credit. Part of the day may be on the high school campus, postsecondary classes at a Gwinnett County site, or on the postsecondary campus itself. If the class is offered by a public institution, \$175.45 per five hour quarter course or 3 hour semester course toward tuition will be paid and the Postsecondary Option rules apply; if the course is offered by a private institution, tuition is not paid and the student must meet the institution's entrance requirements. A Carnegie unit credit is determined at the following rate: each 7.5 quarter hours equals 1 Carnegie unit, each 5 semester hours equals 1 Carnegie unit. The student is responsible for having grades sent to local high school.

5. **Gwinnett Technical Institute - Senior Technical Studies** - Students who have completed their junior year and attained senior status may be approved to attend Gwinnett Tech during the senior year **in lieu** of attending classes at their high school. Tuition will be paid under the postsecondary options program. Course credit earned at Gwinnett Tech can be applied toward high school graduation. Due to differences between the high school **semester** calendar and the technical school **quarter** calendar, students will be scheduled into the Senior Technical Studies Program for the entire school year beginning with the Fall technical school quarter of each year. Students must enroll for a minimum of two (2) class periods per day. The Senior Technical Studies Program is available for the high school seniors who:
 1. Have completed the training objectives of a particular technical program at the high school or technical educational center and wish to pursue more in-depth training at the postsecondary level; or
 2. Desire to pursue specialized occupational training at the postsecondary technical program that is not available at the secondary level.

Program Application

Application forms for the program will be available at the high school or at Gwinnett Technical Institute. Students interested in additional information about the Senior Technical Studies Program should contact Pete Atkinson in the Admissions Office at Gwinnett Tech (770)962-7582 ext. 115. Again, postsecondary study is required in most technical fields in order to acquire marketable knowledge and skills.

6. **Early Admissions** - A student who attends a postsecondary institution full time is responsible for getting grades sent to his/her high school for June graduation. The student must be within 3 units of graduation to qualify (apply during Junior year). Postsecondary admissions require a minimum of **3.0 average and 970 on SAT, higher at some institutions**. Both joint enrollment and early admissions can take place in a public or private postsecondary setting. (See "Postsecondary Options" for information regarding tuition.) If a student attends a Georgia public institution, postsecondary options rules apply. **A student must meet certain requirements to maintain extracurricular eligibility and eligibility for honor graduate, valedictorian, salutatorian, etc. Consult local school administrators for details.**

7. **A.P. (Advanced Placement) Classes** - Postsecondary level classes which are taught at the high school during the regular high school day. A national exam is given at the end of the course and graded by readers employed by the College Board. Many postsecondary institutions either award postsecondary for a successfully completed exam or allow a student to exempt certain courses. Some postsecondary institutions do not honor AP credit. The exam is optional and the student is responsible for fees if the Georgia Legislature does not continue to fund.
8. **Exempt Test** - Given by postsecondary institutions during orientation. The postsecondary institution offers credit based on performance on the exam.
9. **Work-Based Learning Programs** - Work-based learning experience can be used in a planned program of study to complete requirements for the College-Preparatory, the Technology/Career-Preparatory or dual (combination of both diplomas). Some of these programs involve students working for pay on or off campus in a job compatible with their career choice. Others such as internships will not be paid. Work-based learning experience includes apprenticeships, cooperative education, internships and work study. Local school coordinators will help students apply what they have learned at school with what is learned in the workplace. See local school personnel for details. These programs are designed for all students.

FINANCIAL ASSISTANCE

Postsecondary institutions including colleges, universities, technical, secretarial, and specialty schools administer certain major financial aid programs. Upon acceptance, immediately contact the College Financial Aid officer to request the appropriate financial aid form and to obtain additional scholarship information. These forms are used to determine the distribution of loans, grants, scholarships and jobs for incoming students.

Students need to contact their postsecondary institution for information about campus-based awards. Students need to contact individual departments if they have strong interests or talents in that area to request information and special scholarship offerings.

TYPES OF FINANCIAL AID

1. **Loans:** A loan is money that you borrow and must repay with interest to the lender.
2. **Grants:** Money that is awarded as financial aid that does not have to be repaid. To apply for grant money, you must complete the appropriate financial aid form.

3. **Scholarships:** There are numerous scholarships available to Gwinnett County students. Students should listen to school announcements regularly regarding the availability of scholarships and the criteria for selecting scholarship recipients.

Many scholarships are based on some combination of leadership, financial need, and/or academic achievement. For entering freshmen, high school averages and SAT/ACT scores are considered. To apply, complete the sponsoring agency's application for financial aid.

4. **Work-Study:** Postsecondary Work-Study Programs provide jobs for students who show financial need and who must earn a part of their educational expenses. To apply, complete the college's application for financial aid.
5. **Eligibility For Collegiate Athletics:** The National Collegiate Athletic Association (NCAA) has established a central clearinghouse to certify athletic eligibility for Divisions I and II. This information is only relevant to students who want to participate in postsecondary athletics. NCAA rules can and do change. Please see your coach for current information. Your counselor can obtain registration materials by calling the Clearinghouse at 319-337-1492.

If you intend to participate in college in Division I or II athletics as a freshman in college, you must be registered with and be certified eligible by the NCAA Initial-Eligibility Clearinghouse (CH).

Please note that initial eligibility certification pertains only to whether or not you meet the NCAA requirements for participation in Division I or II athletics and has no bearing on your admission to a particular Division I or II institution.

To be considered a qualifier at a Division 1 institution and be eligible for financial aid, practice and competition during your first year, you must:

1. Graduate from high school.
2. Present a minimum combined *test score* on the **SAT** verbal and math sections or a minimum composite score on the **ACT** as indicated on the index scale below.

<u>CORE GPA</u>	<u>SAT</u>	<u>ACT1 (New: Sum of Scores)</u>	(The highest scores achieved on the four individual Tests of the ACT may be combined.)
2.500 and above	820	68	
2.375	870	72	
2.250	920	77	
2.125	960	81	
2.000	1,010	86	

3. Present a minimum ***grade point average*** in at least **13 core courses** in the following areas:

English - four years

Mathematics - two years

Natural or Physical Science - two years

Additional Course In English, Mathematics, or Natural or Physical Science - one year

Social Sciences - two years

Additional academic courses (in any of the above areas or foreign language, computer science, philosophy or non-doctrinal religion courses) - two years

Please note that student-athletes entering a Division I institution must present four years of English and the two years of mathematics at the level of Algebra I or above. Concepts and Applied Courses are now recognized for mathematics credit.

To be a qualifier at a Division II institution, you must:

1. Graduate from high school
2. Present a minimum grade-point average of 2.0 in at least 13 core courses in the same areas noted above.
3. Present a minimum 820 total score on the SAT verbal and math sections or a minimum composite score on the ACT of 17.

Be sure to ask your coach or athletic director about these new requirements or contact the NCAA National Office at (319)-337-1492. Web site: <http://www.ncaa.org>.

When should I register? You should apply for certification after your junior year in high school if you are sure you wish to participate in intercollegiate athletics as a freshman at a Division I or II institution. If you fail to submit all required documents, your incomplete file will be discarded after three years, requiring you to pay a new fee if certification is requested after that time.

How do I register? Fill out the student-release form completely and mail or fax the top (white) copy of the form to the clearinghouse along with the \$27 fee. (The fee can be waived if you received a waiver of the ACT or SAT fee.) Give the pink and yellow copies of the student-release form to your high school counselor who will then send the yellow copy, along with an official copy of your high school transcript, to the clearinghouse. The high school will keep the pink copy of the form for its files.

What if I have attended more than one high school? If you have attended multiple high schools since ninth grade, you must have an official transcript from each school. These transcripts can either come from each school or the high school from which you are graduating. The transcripts must come by mail directly from the high school (not from you). You should give the pink and yellow copies of the student-release form to the counselor at the high school from which you will be graduating. You may also need to make copies of this form and send them to the counselors at the other schools that you have attended. Faxed transcripts are not acceptable under any circumstances.

What if I've been "home-schooled"? If you have been "home-schooled" during all of grades 9 through 12, you do not have to register with the clearinghouse. Your certification status will be determined through an initial-eligibility waiver. If you attended a "traditional" school for some portion of grades 9 through 12, you are required to register with the clearinghouse.

Are standardized test scores required? Qualifying test scores are required for participation at both Division I and Division II colleges. If you intend to participate at either a Division I or II school, the test scores may be taken from your official high school transcript or be sent to the clearinghouse directly from the testing agency.

How can I arrange for my scores to be sent directly from the testing agency? When you register to take the ACT or the SAT, you can mark code **9999** so that the clearinghouse will be one of the institutions receiving your scores; or alternatively, you can submit a request (and fee) for an "Additional Score Report" to the appropriate testing agency by indicating code **9999** on your request form.

What will the clearinghouse provide to those colleges that are recruiting me? The clearinghouse will send your eligibility status to any Division I or II college that requests it. Please note that the clearinghouse will not send your eligibility information at your request; rather, the college must make the request for that information. Additionally, if no member institution requests your eligibility status, a final certification decision may not be processed.

POSTSECONDARY ADMISSIONS TESTING

Since different colleges, universities, and technical institutes have varying admission policies, students must carefully check into the admissions requirements for institutions to which they plan to apply. The school counselors and advisors can help with details of registering to take the various tests. Answers to the most frequently asked questions about college admission tests are provided in the next few pages.

PRELIMINARY SCHOLASTIC ASSESSMENT TEST (PSAT/NMSQT)

WHAT IS IT?

The PSAT/NMSQT is a short version of the Scholastic Assessment Test. It consists of 130 minutes of interspersed verbal and mathematics sections. A writing section is included on the assessment. This is the qualifying test for the National Merit Scholarship Program as well as the National Merit Recognition Program for African American students. **Only eleventh grade PSAT scores can be used for these scholarship programs.**

WHO SHOULD TAKE IT?

The PSAT is a good preparation for the SAT. Gwinnett County Public Schools offers the PSAT to all 9th and 10th grade students. Students other than 9th and 10th graders should contact their counselor regarding taking the test. PSAT is a requirement for being accepted in the Governor's Honors Program and the National Merit Scholarship Program as well as eligibility for other scholarship opportunities.

WHEN IS IT GIVEN?

The PSAT/NMSQT is given in October. Students should ask their counselors for specific dates.

WHERE IS IT GIVEN?

The PSAT is given at each high school on the Tuesday test date.

HOW DO STUDENTS APPLY TO TAKE IT?

Information can be obtained at the local school concerning the PSAT. There is no charge to 9th and 10th grade students. Students are given a booklet containing a practice PSAT which should be studied carefully before the test date.

HOW ARE SCORES REPORTED?

The scores are returned to the local high school with an individual REPORT OF STUDENT ANSWERS. This report indicates the correct answers for each item on the test and the answers each student actually gave. In addition to the score report, the student also receives, from the counselor, a test booklet so that items missed can be carefully reviewed. The scores are reported for verbal, mathematics, and writing in a range from 20 to 80.

NATIONAL MERIT SCHOLARSHIP QUALIFYING TEST (NMSQT)

WHAT IS IT?

This is the same test as the PSAT. A selection index score is derived from the PSAT score. The selection index scores are used each year to identify the top one-half of one percent of students who expect to graduate the following year in every state. These students are called "National Merit Semi-Finalists" and may become "Finalists" in the National Merit competition. To qualify as a finalist, each student must make a comparable score on the SAT I, must have made good grades in high school, and must have the endorsement of his/her principal.

Students must take PSAT/NMSQT in **October of their junior year** to qualify for this program -- even if they take the PSAT as a sophomore. The names, but not the scores, of the students who become semifinalists are published by the National Merit Corporation and are distributed nationwide.

To obtain the selection index, add the student's verbal, math and writing scores with the range from 60 to 240. The qualifying score for the National Merit Semi-Finalist varies from state to state. It changes from year to year depending on the composition of each year's junior class statewide.

SCHOLASTIC ASSESSMENT TEST (SAT I)

WHAT IS IT?

The SAT I is a nationally normed postsecondary admission test. The Georgia University System accepts the SAT or ACT. The SAT I consists of two parts -- verbal and mathematical reasoning -- and requires 3 hours of testing time.

The Verbal section tests reading comprehension and vocabulary. Items contain sentence completion, analogies, and critical reading. The Mathematics sections present problems generally associated with arithmetic, algebra, and geometry. Questions are in the context of quantitative comparison and application of mathematical knowledge in new situations. Within the next few years, the SAT will undergo revisions to include a writing section and change the focus of several areas in the verbal and math sections.

WHO SHOULD TAKE IT?

Students should consult either the specific postsecondary catalog or the College Handbook to determine if the institution of their choice requires the SAT. The College Handbook is located in Career Resource Centers and school libraries. Georgia colleges will accept the SAT or ACT.

It is recommended that most students take the SAT and ACT during the spring of their junior year and again the fall of their senior year. Some students find that they do much better on one test than the other. It is important to remember that the courses taken in high school contribute to achieving a successful score on the SAT and the ACT.

WHEN IS IT GIVEN?

In Georgia, the SAT is given in October, November, December, January, April, May and June.

WHERE IS IT GIVEN?

The SAT is administered only at official College Entrance Examination Board Test Centers. Students can select one of several other test centers in Gwinnett County or the Metro-Atlanta area. Students should consult the Student Bulletin for exact dates and test centers.

HOW DO STUDENTS APPLY TO TAKE IT?

Registration information is available in every counseling office. The application must be submitted directly to the Admissions Testing Program of the College Board in Princeton, New Jersey. The registration should be mailed or completed on the Internet by the deadline which is approximately five weeks before the test date, or as late as three weeks before the test date with payment of the late fee. The exact test dates, registration deadlines, and fees are listed in the Student Bulletin. A fee must always accompany the registration. Students may obtain Taking The SAT I from the counseling office. It is a sample full-length SAT I given at an earlier date. It includes timing and scoring instructions along with correct answers for the practice test. Students who require special needs accommodations should indicate need on the registration form and should register at the Parkview High School Testing Center.

HOW ARE SCORES REPORTED?

SAT I scores are reported directly by mail to the students. Each high school has a school code number. The students fill in this number on the registration form. This enables the student's high school to receive a copy of the scores. SAT I scores are also sent directly to four institutions of the student's choice, indicated by assigned numbers from the Student Bulletin. Students can request that scores be sent to additional colleges or organizations by the payment of an additional fee.

CAN THE SAT I BE TAKEN MORE THAN ONCE?

Yes, the SAT I can be taken as frequently as students desire. Some students taking the test more than once have improved their scores. Since score reporting is cumulative, score reports will include scores up to five previous test dates.

WHAT IS THE BEST PREPARATION FOR THE SAT I?

The soundest preparation for the SAT I is to study a wide variety of courses with emphasis on academic courses and to read extensively. Most experts agree that the study of courses such as algebra, geometry, biology, chemistry, physics, foreign language, English, and social studies contributes to such preparation. Gwinnett County Public Schools' AKS are correlated to the SAT I objectives. The College-Preparatory program contains these courses that are essential for successful preparation.

Each high school has study materials, software and other preparation courses available.

AMERICAN COLLEGE TEST (ACT)

WHAT IS IT?

The ACT is a test similar to the SAT but with a different format. All Georgia Public postsecondary institutions accept this test. Many states outside of Georgia require it for admission. It consists of four tests: English, mathematics, reading and science reasoning.

WHO SHOULD TAKE IT?

Students should consult either the postsecondary catalog or handbook to determine if the institution of their choice requires the ACT. Georgia institutions will accept the SAT or ACT (see this section under SAT).

WHEN IS IT GIVEN?

The ACT is given six times a year in September, October, December, February, April and June.

WHERE IS IT GIVEN?

It is given only at designated test centers. This information is in the application packet. There are centers in Gwinnett County and the metro area.

HOW DO STUDENTS APPLY TO TAKE IT?

Applications are available in every counseling office. They must be mailed directly to ACT Registration in Iowa City, Iowa, or make application on the Internet by the deadline. A fee must accompany the application. Students who require special needs accommodations should indicate need on the registration form. Students requiring special administration may register at the Parkview Testing Center.

HOW ARE SCORES REPORTED?

Test results are sent directly to the high schools and are mailed to the students. Scores are reported for each subject area and a composite score is reported, which is an average of the four scores. The range is from 1 to 36.

SAT-II SUBJECT TESTS

WHAT ARE THEY?

Achievement Tests are one-hour tests which measure the student's knowledge of a particular subject and the ability to apply that knowledge. Tests are available in 23 specific subjects.

WHO SHOULD TAKE THEM?

Achievement Tests should be taken by any student who intends to apply to a postsecondary institution that requires them. Students should check the college catalog.

WHEN ARE THEY GIVEN?

They are given seven times a year for most tests; once a year for others. Other test dates for Foreign Language, etc. can be obtained by calling 1-888-728-4357. (See the Student Bulletin.) The Achievement Tests are given on the same day as the SAT I.

WHERE ARE THEY GIVEN?

They are given at the same centers as the SAT I.

HOW DO STUDENTS APPLY TO TAKE THEM?

Students use the same applications and procedures as stated for the SAT I.

HOW ARE SCORES REPORTED?

Scores are reported in the same manner as the SAT I, using the same range of scores.

ADVANCED PLACEMENT TESTS

WHAT ARE THEY?

Advanced Placement (AP) Tests measure achievement in freshman post secondary level courses taught in the high school, and depending upon examination results, may enable students to receive advanced placement, post secondary credit, or both when they enter college. They are recognized and accepted by a majority of the colleges and universities in the United States. The tests are three-hour examinations in several disciplines.

WHO SHOULD TAKE THEM?

Normally, those students who successfully complete the AP course should take the tests. The Georgia Department of Education will pay for one test for students who are enrolled in AP classes. All tests are free for students who qualify for Free or Reduced Lunch and are enrolled in the AP classes. A small administrative fee is charged and due at registration. Since AP courses are post secondary level courses, they are specifically for the student who is prepared to devote extra time and to give superior effort to meet demanding requirements.

WHEN ARE THEY GIVEN?

AP Tests are given in May each year.

WHERE ARE THEY GIVEN?

AP Tests are given at a designated location within Gwinnett County. See your AP teacher for information about locations.

HOW DO STUDENTS TAKE THEM?

The AP teachers give their students information concerning the procedures for registering and taking the tests. Registration is always well in advance of the test date. (Note: Most tests are given at a central location in Gwinnett County.) Students who require special needs accommodations should indicate need on the registration form.

HOW ARE SCORES REPORTED?

Scores are reported directly to the student, the high school, and the post secondary institution which the student designates. Scores are on a five-point scale, with five being the highest possible score. Most institutions require a score of three or higher for consideration for course exemption or course credit.