

Heritage Seniors! Steps to Senior Success

August 14, 2018

Welcome Class of 2019!

Whether you are returning or new to us this year, I want to welcome you to your best year yet. Senior year can be a blur as you keep one foot in the present and begin to stake the other very firmly into the future. You have a great deal of information to take-in, so I will give my advice in bullet form:

- **Take care of one another-** there is potential for a lot of foolishness between here and June. Many seniors make mistakes that they never could have imagined. Steer yourself and your classmates steadily. Talk with parents. Get help from an adult. Don't carry burdens in isolation or try to solve problems too big for you to handle.
- **Tend the garden-** all of you have mandatory courses towards graduation. Take care of these every day. Procrastination and senioritis have extended too many of your classmates' high school careers.
- **Keep your ears and eyes open-** opportunities and timelines can come pretty quickly. Be ready for them. Have your resume and a draft scholarship essay on-hand.
- **Leave your legacy-** what fingerprints will you leave on Heritage High School? How will we be better, how will the community be kinder, because you were here?

Best of luck for this year. You can do this- and it will be your best year yet.



Mr. Scott Lyons, Principal

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Steps to Graduation

Graduation Requirements: Students who entered 9th grade in 2012-13 or later must follow course, credit and testing requirements outlined by the Future Ready Core. See below:

English: 4 Credits I, II, III, IV
Mathematics: 4 Credits (Algebra I***, Geometry, Algebra II) OR (Integrated Math I, II, III) 4th Math Course to be aligned with the student’s post high school plans. <i>In the rare instance a principal exempts a student from the FRC math sequence, the student would be required to pass Algebra I and Geometry or Algebra I and II, or Integrated Math I and II and two other application-based math courses.</i>
Science: 3 Credits A Physical Science course, Biology, Earth/ Environmental Science
Social Studies: 4 Credits World History (or AP World History), American History I: The Founding Principles and American History II (or AP US History + one additional Social Studies elective), and Civics and Economics
Second Language: Not required for graduation. 2 credits required to meet minimum admission requirements for UNC system.
Health/Physical Education: 1 Credit
Electives: 6 Credits required 2 Elective credits of any combination from either: Career and Technical Education (CTE) or Arts Education or Second Languages 4 Elective credits strongly recommended (four course concentration) from one of the following: Career and Technical Education (CTE), JROTC, Arts Education (e.g. dance, music, theater arts, visual arts) , or any other subject area (e.g. mathematics, science, social studies, English, second language or cross-disciplinary)
Total Required Number of Credits: 26 to graduate
Additional Requirement for Graduation: Meet exit standards for the following subjects: English II, Algebra I/Math I, and Biology

***N.C.G.S. 115C-81(b) allows exceptions for students who have an IEP (Individualized Education Plan) that identifies them as Learning Disabled in math and states that the disability will prevent them from mastering Algebra I and above.

The Senior Conference

During the month of September, all counselors will conduct individual meetings with senior students. The purpose of the senior conference is to verify appropriate senior courses that will lead to a high school diploma, post high school planning support and answer specific questions. This is a brief “let’s get started” meeting and seniors are expected to schedule follow up meetings with their counselors as needed. What should a senior do prior to the senior meeting?

- Prepare to talk specifics about what you’ve done this summer to ready yourself for the senior year and the transition to post high school.
- Update your resume to give to your counselor.
- Write out questions you need to ask your counselor. Bring them with you to the meeting.
- If you’ve already gotten started with applications and have questions, bring them with you.

Class Ranking

There will be periodic compilations of class rankings in high school for the purpose of making an individual student's class rank available to the student, his/her parents, and to other institutions, such as colleges/universities for the purpose of college/university admission and/or scholarships. To determine class rank, each high school uses final course grades, dividing the total number of quality points earned by the total number of units of credit attempted. The results are rounded to the fourth decimal place. Advanced Placement (AP) courses carry one extra quality point, and honors (HN) courses carry one-half (.5) extra quality points. This program guide designates courses with weighted credit with an “AP” or “HN.” To obtain information about which courses carry weighted credit, as well as general information about class rank, students should consult with their counselor. A Senior Honors Rank is calculated through the third nine weeks of the senior year for any senior honors or awards.

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Senior ranking will be compiled four times during 2018-2019

- ❖ Late September: Initial senior class ranking date. Students can begin to request transcripts after this date.
- ❖ February: Mid-year senior class ranking date. Students may request mid-year transcripts to colleges after this date.
- ❖ April: Senior honors ranking date.
- ❖ June 2019: Final senior class ranking date. Final transcripts will be sent to colleges after this final ranking process. All future transcript requests will show the final senior ranking status.

Senior Honors

After the April senior ranking report, the following will be announced:

- ❖ Students with a 3.75 - 3.99 weighted grade point average shall receive the distinction of cum laude
- ❖ Students with a 4.0 - 4.249 weighted grade point average shall receive the distinction of magna cum laude
- ❖ Students with a 4.25 or higher weighted grade point average shall receive the distinction of summa cum laude
- ❖ NC Academic Scholars – Students who complete the requirements for this academically challenging high school program are named North Carolina Academic Scholars and receive special recognition, including as a seal attached to their diplomas. Students must:
 - Complete all the requirements of the NC Academic Scholars Program (see table).
 - Have an overall four-year un-weighted grade point average of 3.500.
 - Complete all requirements for a North Carolina high school diploma.

Credits	
4	English I, II, III, IV
4	Mathematics (should include Algebra I, Algebra II, Geometry, and a higher level math course with Algebra II as prerequisite OR Integrated Mathematics I, II, III, and a higher level mathematics course with Integrated Mathematics III as prerequisite)
3	Science (Physics or Chemistry course, Biology, and an Earth/Environmental Science course)
4	Social Studies (World History, Civics/Economics, and American History 1 and 2 or AP US History plus 1 social studies elective)
1	Health and Physical Education
6	Two (2) elective credits in a second language required for the UNC System. Four (4) elective credits constituting a concentration recommended from one of the following: Career and Technical Education (CTE), JROTC, Arts Education, World Languages, any other subject area
3	Higher level courses taken during junior and/or senior years which carry 4.5 or 5 quality points such as: -AP -IB -Dual or college equivalent course -Advanced CTE/CTE credentialing courses -On-line courses -Other honors or above designated courses
OR	
2	Higher level courses taken during junior and/or senior years which carry 4.5 or 5 quality points such as: -AP -IB -Dual or college equivalent course -Advanced CTE/CTE credentialing courses -On-line courses -Other honors or above designated courses

- ❖ The President’s Award for Educational Excellence - The President's Education Awards Program (PEAP)—sponsored by the U.S. Department of Education, in partnership with NAESP and the National Association of Secondary School Principals—was developed to help principals recognize and honor students who have achieved high academic goals through hard work and dedication to learning. The President's Award for Educational Excellence award recognizes academic success in the classroom. To be eligible for the award, students must earn a grade point average of 3.5 (weighted) and obtain achievement in the 85th percentile on a Standardized Achievement Test. Seniors may use college admissions examinations such as the SAT or ACT. This correlates to a score of 640 on the SAT Math or a score of 630 on the SAT Verbal, or a composite of 27 on the ACT.
- ❖ The President's Award for Educational Achievement - The purpose of this award is to recognize students that show outstanding educational growth, improvement, commitment to or intellectual development in their academic subjects-but do not meet the criteria for the President's Award for Educational Excellence. This award should not

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be compared to the President's Award for Educational Excellence or be seen as a second tier award; it recognizes a very different type of academic achievement. It is meant to encourage and reward students who work hard and give their best effort in school, often in the face of special obstacles to learning. This award is given at the principal's discretion based on the criteria developed at the school.

Graduation Ceremony Information

Honoring the Occasion

While there are many occasions and events during the school year, a high school graduation is the most formal and significant activity for students, staff, family and friends. Participation in this event requires planning and thoughtfulness, especially on the part of the graduate. There is decorum and expectations, even as you celebrate the day.

Attire

A formal occasion means formal attire for both young men and women. Heritage High School requires the following for graduation attire:

All graduates must have a cap, gown and tassel in order to participate in the graduation ceremony (as well as other designated senior celebration events). Decorations may not be added to the gown or cap. Only cords representing approved Heritage High academic organizations or academic honor may be worn with caps and gowns. ****No tennis shoes, boots, sandals, flip flops, purses, handbags or cameras*

Women: Lightweight dress under robe not to exceed length of gown, dark shoes, minimal jewelry

Men: White dress shirt with collar and dark solid tie, dark dress slacks, dark dress shoes and socks

Students who are financially unable to obtain any of the above are encouraged to see Ms. Williams, graduation coordinator, well before the event, for assistance.

Behavior

All graduates will display the best Husky behavior for each other, family, friends, dignitaries and staff during all ceremonies. While it is a joyous occasion, we are mindful maintaining the order and dignity of it as well. Students can expect to hear reminders at mandatory rehearsal regarding behaviors that may result in disciplinary action during a ceremony and even up to removal from ceremony without receiving a diploma.

There will be a senior graduation meeting in February 2019 for seniors and parents to share specific ceremony details and other senior activities leading up to the end of the school year. Information will also be posted on the senior page of the school website. Please keep your emails current and stay connected to text messaging updates for graduation related information.

Steps to Senior Year Specifics

SENIOR YEAR COLLEGE PLANNING CALENDAR

August/September

- Meet with your counselor for a senior interview (scheduled through English and Civics classes)
- Finalize your high school portfolio/resume/brag sheet; give copy to counselor and recommending teachers.
- Register for Fall SAT/ACT exams
- Be aware of deadlines for competitive scholarships (NCSU Park, UNC Morehead-Cain, etc.)
- Call college admissions offices, visit websites or go to www.cfnc.org for Open House dates and schedule tours. Seniors are allowed two college visitation days and should return to school the next day with a letter on letterhead from the college admission office verifying the visit. The approved days do not count against absences in regards to senior exam exemptions.
- Submit transcript and register with the NCAA Eligibility Center (applies to athletes only)

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Early Fall

- Gather application materials and begin applications online.
- Ask teachers and counselors for letters of recommendations (allow 2-3 weeks)
- Look for Secondary Report Forms/ Counselor Statement forms in the application and give forms to your counselor. If electronic, enter the correct staff email addresses. (allow 2-3 weeks)
- Be knowledgeable of your deadlines (Some colleges have October deadlines)

Mid Fall (October/ November)

- Send college applications (keep a copy for your records)
- Request for high school transcripts, recommendation letters and secondary reports/ counselor statement forms be sent (<http://www.wcpss.net/transcripts>)
- Start Financial Aid Process (FAFSA/Profile)
- Schedule appointment with HHS Financial Aid Counselor (570-5600)

January/February – College Decisions start arriving!

- Check for midyear college application deadlines
- If applicable, request your midyear transcript to be sent via Common App, CFNC, or WCPSS Scribborder

Spring

- Keep working hard- Senior year grades and attendance count!
- Register for and take AP Exams
- Make college decisions (Notify colleges by May 1st)
- Complete NCAA requirements (applies to athletes only)
- Complete the mandatory senior survey and indicate where your final transcript will need to go.
- Pay/Clear any outstanding fees/fines in media center and main office in order to be cleared for graduation.
- Attend graduation rehearsals and senior meetings

Senior Parking

- Parking applications will be available to licensed drivers only as approved by the principal. The WC Board of Education has established \$170.00 as the parking fee for the 2017-2018 school year. Fees will be reduced by \$17 per month not used. (If a student purchases a parking pass in November, the fee would be reduced by 3 months.)
- Two students may elect to share a parking space. Each student may register up to 2 cars per space. The agreement between 2 students to share a space must be worked out between them; this agreement shall be kept in force the entire school year. Mid-year graduates may only share with other mid-year graduates.
- All Wake County and Heritage High School Parking Rules and Regulations will apply to both students sharing a space. Paperwork for both students must be complete.
- In order to promote safety for students, staff and visitors, all drivers must abide by the NC General Statutes regarding vehicle operation and seatbelt usage (required for drivers and passengers) when on school grounds. Failure to do so will result in revocation of parking privileges.
- Students who park a motor vehicle on campus MUST display the school issued hang tag at all times on the rear view mirror with numbers facing outward toward the front of the car. Students who fail to properly display the hang tag will be ticketed. Repeated failure to display the hang tag may result in parking privileges being revoked.
- Vehicles must park in assigned spaces. Vehicles must be parked front end first. Backing into spaces is not permitted per WCPSS policy. Students may not park on the road, driveway, intersection or other school campuses during the school day.
- Disabled vehicles may not be left on campus. Handicapped parking is state-mandated only. Parking for students disabled due to injury may be obtained on an individual basis in the main office.
- Temporary parking is \$5 a day. Vehicles parked in unauthorized areas will be booted or towed at the owner's expense. Students desiring a day pass should purchase the pass and receive a hangtag BEFORE parking in the student lot.
- Vehicles must not travel in excess of 10 miles per hour while on campus. Along with other high schools around the state, Heritage is participating in the Governor's *Click It or Ticket: Securing Your Future Program*. Students must

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wear their seatbelts when entering, exiting, and while driving on campus. Speeding and reckless driving are prohibited.

- Supervision is provided for parking lots; however, the school is not responsible for damages to or theft from vehicles. Students are cautioned NOT to leave valuables in their vehicles. Parked vehicles should be left with windows closed and doors locked.
- Vehicles are subject to search and seizure (Policy 6600) if there is reasonable suspicion that drugs, alcohol, weapons or dangerous instruments, stolen property or other contraband are present. School Board Policy 6430 prohibits the possession or use of tobacco products on campus.
- Students may register up to two family vehicles. Only one tag will be issued per space. The tag may be moved from one registered vehicle to another but may not be loaned to students who are not registered for the parking spot. Original paperwork with changes **MUST BE** presented to the main office.
- Refunds for fees will be made if the student moves out of the WC Public School System. All refunds will be made pro-rata, based on a \$17 per month not used basis. Early grads must return parking tags for a refund. Tags may not be transferred to other students. Lost tags can be replaced for a \$10 fee. Forged tags will be seized and parking privileges revoked.
- **Parking fees will NOT be refunded for:**
 1. Voluntary withdrawal from school (dropping out)
 2. Long term suspension from school
 3. School-based disciplinary action related to loss of parking privilege
 4. Loss of driving privilege due to revocation of operator's license
- The student purchasing a parking tag is the only person who may park in the spot identified by the # on the tag.
- If a student holding a parking space transfers within WCPSS, he/ she will be assigned a space at the new school with no payment due (original tag must be returned to the original school. If no space is available at the new school, the original school will make a refund.
- Loitering in the parking lot is prohibited. Students should lock their cars and leave the lot upon arriving at school. Written permission is needed from an administrator, the SRO, or the parking attendant to be in the lot during school hours.
- Students who operate a motor vehicle on campus should understand their duties and responsibilities. Under School Board Policy 7170, students who violate parking regulations are subject to the following consequences: revocation of parking privileges, ticketing, booting or towing at the owner's expense, and disciplinary action or criminal charges as prescribed by law.
- Excessive tardies to school, tickets, or fines for lost or damaged items may result in a revocation of parking passes. Student behavior and grades may also impact privilege of driving to school.
- Parking a vehicle on school property is a privilege. **No student may park on campus without registering the vehicle and purchasing a pass.** Please review all regulations and call the school if you have questions. Booting will be a \$50.00 fine, payable in cash only. The boot will not be removed until the fine is paid. Towing charges are assessed by the towing company and can be as much as \$150.00. Students should clear fines and fees immediately in order to participate in school events and extra-curricular activities.
- *Once students arrive on the school campus, they may not step or drive off school campus without permission. Doing so will result in a loss of parking privileges. Off-campus lunch is a signed parental and school privilege reserved for juniors and seniors in cars only No one may walk off-campus and cross Forestville to McDonald's, etc. under any condition.*

Parking Ticket Fines:

***All towing fees are the responsibility of the student.*

1. No parking tag-\$5.00
2. Backing into a space-\$5.00
3. Not parking in the lines-\$5.00
4. Vehicle not registered-\$5.00
5. Not in assigned space-\$20.00

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6. Removal of boot-\$50.00 (cash only) *Students with outstanding fines or repeated violations are will have their car booted by security.*

****Special note for mid-year graduates – You must pay the full cost of the permit at the beginning of the year. At the end of the semester, you can be eligible for a partial refund when you turn in your parking permit to the main office.

Senior Off Campus Passes

Seniors will have the privilege to go off campus during lunch period as long as the following conditions are met:

- **Students may owe no fines to Heritage HS or any other WCPSS school.**
- **The student will not take students off campus who are not authorized to leave.**
- **The student will return to school for the remainder of the school day. Note: if a student becomes ill while off campus, a parent/guardian must call the Attendance Office to check the student out. The student must present a parental note to the Attendance Office upon return to school. Failure to check out properly will be treated as skipping.**
- **The student will maintain an acceptable conduct record in accordance with the policies of WCPSS and Heritage High School.**
- **The student will return to class on time. Students accruing multiple tardies returning from lunch will lose their off-campus lunch pass for a week and upwards to a semester if they continue.**
- **Students are not permitted to walk off campus or ride a bicycle off campus; they must be in a car.**
- **The student and parent/guardian are responsible for where the student goes for lunch and for transportation.**
- **Students may not enter the cafeteria when they return to school nor may they purchase food to be brought back to school for themselves or students without an off-campus lunch pass.**
- **Littering on public or private property will result in the revocation of the lunch pass and disciplinary action.**
- **Students must have their lunch pass on their person to leave campus. Students may not leave without it.**
- **The school assumes no extra liability for any accident or injury incurred in the exercise of this permit.**
- **Initial cost of an off-campus pass is \$5.00. Replacement cards are \$10.00 with a 48 hour processing period.**

Students exercising off-campus lunch privileges are subject to the rules of student conduct applicable during the regular school day. The abuse of any of these provisions will result in a suspended or terminated off-campus lunch permit and other possible disciplinary consequences.

Attendance

Excerpts from the WCPSS Attendance Policy

Attendance in school is central to educational achievement and school success. School attendance is required by state law for all children between the ages of seven (7) and sixteen (16). Parents must ensure that students attend and remain in school daily.

- 6000.2 To be counted present a student must be in attendance at least one-half of the student school day. This shall include attendance at official school activities at a place other than school with the approval of the principal. A student shall be in his/her assigned area at the beginning of the school day and the beginning of each class or be recorded as tardy.
- 6000.3 An absence is excused if the following conditions exist:
- A. Illness or injury which makes the student physically unable to attend school.
 - B. Isolation ordered by the State Board of Health or the Wake County Health Department.
 - C. Death in family.
 - D. Medical, dental, or other appointment with a health care provider for the student or for a child for whom the student is a custodial parent.
 - E. Court when a student is under subpoena.
 - F. Religious observance, as suggested by the religion of the student or the student's parents.
 - G. Participation in a valid educational opportunity, such as travel with prior approval, as documented on the "Request for Excused Absence for Educational Reasons."
 - H. A catastrophic event or natural disaster.
- 6000.4 Absences not classified as excused in 6000.3 are unexcused. The student is responsible for submitting a note signed by the parent citing the reason for an absence to the principal's designee within two (2) days

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of the student's return to school. Failure to comply with the above will result in the absence being unexcused.

- 6000.5 For all absences, the student shall make up all work in a timely manner at the convenience of the teacher. The make-up work may be specific material missed by the student, reinforcement, or enrichment.
- 6000.6 Excessive absences will have serious academic consequences and may result in class or grade-level failure.
- 6000.8 At the secondary level cumulative absences above ten (10) in a block course (twenty (20) in a full-year course) are excessive. After five (5) days of accumulated absences in one or more block courses, (ten (10) in a full-year course) there will be school-determined, expectations-based intervention to help the student improve his or her attendance. The intervention will involve parents. After ten (10) days of accumulated absences in a block course (twenty (20) in a full-year course) and failure to meet previously-determined expectations, the student will be subject to failure, retention, or summer school.
- 6000.11 Students with documented, chronic health problems will be exempted from the policy if absences are excused.

Exam Exemptions

Seniors enrolled in non-CTE or courses not requiring a state mandated exam may be exempt from final exams under the following conditions:

Senior has an A academic average and no more than 3 excused absences.

Senior has a B academic average and no more than 2 excused absences.

Senior has a C academic average and no more than 1 excused absence.

Unexcused absences result in a student not being eligible for exam exemption.

College Days

In general, students who are away from school for educational reasons are granted excused absences. Seniors whose educational absence is college-related, can have the absences deemed a "college day" as long as proper attendance procedures are followed and paperwork is submitted prior to the date of absence. Students can have up to two "college days". These absences will not apply to the exam exemption policy. For example, if a senior is absent from school for 5 days and two of the five are documented as college days, only 3 days are considered for the exam exemption policy.

College Representative Visits at Heritage High

Seniors are encouraged to dialogue with admissions representatives who may come to campus to meet Heritage High students. Most will be on campus during lunch or Husky Help. Others may be on campus during instructional time, and you must follow appropriate procedures to leave class and visit with the representative.

Selective Service Registration

All young men in the U.S., with very few exceptions *, are required to register with Selective Service within 30 days of turning 18. Registration is Federal law. It is also required to stay eligible for many Federal and state benefits, including student financial aid, job training, and jobs in the Executive Branch of the Federal government, such as jobs with the U.S. Postal Service. Registering with Selective Service is simple and possible online at: <http://www.sss.gov>. With access to the Internet, any young man can register by clicking on the "Register On-line Now" icon at the Selective Service web site (www.sss.gov). He then enters in some basic information and within 30 seconds, he'll receive a Selective Service number. Within about two weeks, he will receive an acknowledgment card in the mail.

**Registration forms are also available at any U.S. Post Office.

- **Verification** - Since SSS registration is required for many Federal and state benefits, such as student financial aid, job training, and Federal and state jobs, officials administering monies for these programs can now verify a young man's registration by simply clicking on the "Check a Registration" icon at the Agency's home page (www.sss.gov).
- **The Law** - Registering with Selective Service is the law. Failure to register is a felony, punishable by a fine of up to \$250,000 and/or five years in jail. *All male U.S. citizens and male aliens, residing in the U.S. between the ages of 18 and 26 are required to register. A man is exempt while serving on Active Duty in the Armed Forces or if he is a cadet at a service academy. Lawfully admitted nonimmigrant aliens holding valid student visas or member of diplomatic or trade mission and their families are not required to register.

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- For more information, contact the Selective Service System. www.sss.gov or 703-605-4100

Steps to Senior Testing

The **SAT Reasoning Test** (Scholastic Aptitude Test) measures evidence-based reading and writing, mathematics and writing ability and predicts college performance. Colleges select the best evidenced-based reading and writing, math and writing score for admission criteria. The **SAT Subject test** measures performance in specific subjects. Some highly competitive colleges require SAT Subject tests for placement, and even admission into certain programs. **To register for a test go to www.collegeboard.org.**

The **ACT** (American College Test) measures educational achievement in English, math, reading, science, and writing. Colleges select the best scores from each area for admissions criteria. The ACT also predicts performance of the freshman year in college. **To register for a test go to www.actstudent.org.**

The **Test of English as a Foreign Language** (TOEFL) is an admissions test administered by computer that focuses on listening, structure, reading, and writing. It is for students whose native language is not English. This includes English as Second Language (ESL) students and non-English speaking students who have been living in the United States for less than five years. **To register for a test go to www.toefl.org.**

Check with colleges to see which test they prefer. Scores can be automatically sent to four colleges that you indicate when registering for the test. If you decide to send scores to a college after the test date, you must notify the testing service to make the request, and pay their respective fee. Testing accommodations for disabilities may be available. Check for accommodation information on the testing center website or in the registration bulletin.

Fee Waivers

- SAT and ACT fee waivers are available for economically disadvantaged students. Students on free/reduced lunch qualify. See your counselor or the College Board website for details and guidelines.*
- Students using fee waivers must meet regular registration deadlines. Fee waivers cannot be used for late test registration.*
- Students using a fee waiver for the SAT or ACT may also qualify for College Application Fee Waivers and NCAA Eligibility Waivers. See your counselor for details and guidelines.*

The Heritage High School **test code** or **CEEB code** is **344118**.

SAT 2018-2019	
Test Date	Registration Deadline
August 25	July 27
October 6	September 7
November 3	October 5
December 1	November 2
March 9	February 8
May 4	April 5
June 1	May 3

ACT 2018-2019	
Test Date	Registration Deadline
September 8	August 10
October 27	September 28
December 8	November 2
February 9	January 11
April 13	March 8
June 8	May 3
July 13	June 14

Advanced Placement

(AP) Exams are administered annually in May and students have potential to earn college credit, depending on the institution's AP policy. AP exam scores are not used for college admissions, but rather tests the student knowledge of the specific course subject matter for which the student is attempting to earn credit. Registration for AP exams occur in March and students must pay at the time of registration. Dates are below:

Date	AM Subject	PM Subject
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Monday, May 6	US Government & Politics	Chinese Language & Culture Environmental Science
Tuesday, May 7	Seminar Spanish Language and Culture	Japanese Language & Culture Physics 1: Algebra-Based
Wednesday, May 8	English Literature and Composition	European History French Language & Culture
Thursday, May 9	Chemistry Spanish Literature & Culture	German Language and Culture Psychology
Friday, May 10	United States History	Computer Science Principles Physics 2: Algebra-Based
Monday, May 13	Biology	Physics C Mechanics Physics C Electricity & Magnetism (2pm)
Tuesday, May 14	Calculus AB Calculus BC	Art History Human Geography
Wednesday, May 15	English Language and Composition	Italian Language & Culture Macroeconomics
Thursday, May 16	Comparative Government & Politics World History	Statistics
Friday, May 17	Microeconomics Music Theory	Computer Science A Latin

For more information regarding AP exams, go to www.collegeboard.com/ap.

SAT Testing Tips - Visit Khan Academy for Test Taking Strategies and study skills.

<https://www.khanacademy.org/test-prep/sat/new-sat-tips-planning>

ACT Testing Tips –

Visit <http://www.act.org/content/act/en/products-and-services/the-act/test-preparation.html>

Also: <http://blog.prepscholar.com/15-act-tips-and-tricks-to-improve-your-act-score>

AP Test Preparation/Taking Tips can be found at the following web address:

<http://www.collegeboard.com/student/testing/ap/prep.html>

SAT/ACT Preparation Resources

Company	Price	Contact	Learning Style
Educational Services Center (ESC)	approx. \$420	www.esctestprep.com	Classroom
CollegeBoard	Free	www.collegeboard.org www.khanacademy.org/sat	Online
College Foundation of NC (click PLAN for College, then College Test Prep link)	Free	www.cfnc.org	Online
March 2 Success	Free	www.march2success.com	Online
Raleigh Tutoring	Call for \$	919-781-8963	Classroom
Master Mind	Call for \$	919-841-1965	Classroom
St. David's School	approx. \$250	www.sdsww.org	Classroom
Pre College Initiative	Free	pci@nsbe.org	Online
Kaplan Test Prep	Call for \$	1-800-KAP-TEST	Classroom or Private
Creative Education	Call for \$	919-783-8228	Classroom or Private

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University Instructors	Call for \$	1-888-826-1250	Private
The Princeton Review	Call for \$	www.princetonreview.com	Online and Classroom
Power Score	approx. \$595	www.powerscore.com	Small Group
Method Test Prep	approx. \$1095 (subscription)	www.bettertestscore.com	Online
Brightstorms Test Prep	approx. \$99	www.brightstorm.com	Private
Sylvan Learning Center	Call for \$	1888-Educate	Classroom

Steps to College Admissions

Step One: Know yourself and your reasons for wanting to attend college

- ✓ Identify your strengths and weaknesses
- ✓ Analyze your interests and values
- ✓ Analyze your reasons for attending college
 - To achieve a personal goal
 - To increase your earning power
 - To prepare for a career and expand learning
 - For extracurricular activities and social life
 - Because of the influence of family and friends

Step Two: Consider college characteristics

- ✓ Majors and educational programs
- ✓ Type of school and degrees offered
- ✓ Admission policy
- ✓ Location and size
- ✓ Costs and availability of financial aid
- ✓ College affiliation and accreditation
- ✓ Campus activities
- ✓ Academic reputation

Step Three: List, compare and visit colleges

- ✓ Compile information from several sources
 - College catalogs, bulletins, and videos
 - College representatives and college fairs
 - Counselors and teachers
 - Parents, students and alumni
 - Directories and online information
- ✓ Prepare a college comparison checklist (included in this packet)
- ✓ Weigh advantages and disadvantages
- ✓ Contact the admissions office for a visit to the campus

Step Four: Apply for admission and observe deadlines

- ✓ Narrow your choices to a list of four colleges (in the following fashion)
 - One college- “*sure thing*”- you are overqualified and will be admitted
 - Two colleges- “*realistic choices*” or “*middle of the road*”—you meet admission qualifications
 - One college – “*long shot*” or “*stretch*” – you would really like to attend this college, but you may have a lower GPA, SAT score or class rank than is required or lower than the average
- ✓ Review college admission test requirements (SAT, ACT, TOEFL)
- ✓ Know application fees and deadlines
- ✓ Submit application materials
 - Completed application for admission, including application fee
 - High school transcript

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- Recommendations
- Admissions test results (SAT, ACT)

Application Considerations

College admissions offices consider the following when reviewing your application:

- Difficulty of course work selected relevant to what was offered (did you take the most challenging course load you could have at your school?)
- Grades (GPA both weighted & unweighted)
- Class rank
- SAT and/or ACT scores
- Extracurricular activities/Leadership
- Community/ volunteer service
- Recommendations from counselor and/or teacher(s) or other(s) (not required by all schools)
- Interview (not required by all schools)
- Essay (not required by all schools)

Application Tips

- ✓ Most colleges and universities are now encouraging applicants to apply on-line. Be sure to go to the college's website for instructions.
- ✓ If you apply on-line, print a copy of your submitted application (if possible). Don't forget to print out the signature page and mail that in.
- ✓ Know the deadlines!
- ✓ Complete your own applications – colleges **know** if your parents fill it out.
- ✓ An online application makes a better impression, but in some situations, it is acceptable to handwrite your applications as long as they are neat – print legibly in blue or black ink (NEVER use pencil or colored ink).
- ✓ If you're handwriting, make a "sloppy copy" on which you can practice.
- ✓ If your list of extracurricular activities exceeds the allotted space, list your top activities or those where you've had a leadership or other significant role. If your application allows, upload your extracurricular resume as an additional sheet.
- ✓ If you're applying to an arts school, include a copy of your portfolio, slides of your work, a DVD (if you're a dancer), or some other way to make your application stand out.
- ✓ If you're an athlete, send a highlights DVD to the athletics department.
- ✓ When you have finished your application, make a photocopy for your records. Applications can sometimes get lost in the mail or in the college admissions office.

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COLLEGE COMPARISON CHART

College Name			
Location <input type="checkbox"/> distance from home			
Size <input type="checkbox"/> environment <input type="checkbox"/> physical size of campus			
Environment <input type="checkbox"/> type of school (2 or 4 year) <input type="checkbox"/> school setting (urban, rural) <input type="checkbox"/> location and size of nearest city <input type="checkbox"/> co-ed, male, female <input type="checkbox"/> religious affiliation			
Admission Requirements <input type="checkbox"/> deadline <input type="checkbox"/> tests required <input type="checkbox"/> average test scores, GPA, rank <input type="checkbox"/> special requirements <input type="checkbox"/> notification			
Academics <input type="checkbox"/> is your major offered? <input type="checkbox"/> special requirements <input type="checkbox"/> accreditation <input type="checkbox"/> student-faculty ratio <input type="checkbox"/> typical class size			
College Expenses <input type="checkbox"/> tuition, room and board <input type="checkbox"/> estimated total budget <input type="checkbox"/> application fee, deposits			
Financial Aid <input type="checkbox"/> deadline <input type="checkbox"/> required forms <input type="checkbox"/> percentage receiving aid <input type="checkbox"/> scholarships			
Housing <input type="checkbox"/> residence hall requirement <input type="checkbox"/> availability <input type="checkbox"/> types and sizes <input type="checkbox"/> food plan			
Facilities <input type="checkbox"/> academic <input type="checkbox"/> recreational <input type="checkbox"/> other			
Activities <input type="checkbox"/> clubs, organizations <input type="checkbox"/> Greek life <input type="checkbox"/> athletics, intramural <input type="checkbox"/> other			
Campus Visits <input type="checkbox"/> when <input type="checkbox"/> special opportunities			

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COLLEGE ADMISSIONS OPTIONS

- **EARLY ACTION:** is an admissions procedure to notify students of early admissions to the college. Students do not need to accept the college's offer of admissions but may file other applications (used by UNC, NCSU, Georgetown, Yale, etc.). *Points to remember* are that early action candidates can be rejected, financial awards are made in April, and candidates must have superior records because the process is highly selective.
- **EARLY DECISION:** is a plan under which you may submit your credentials early to one college, usually by October 15 of your senior year. You are notified of your status by December 1. As part of an early decision plan, **you are required to sign a statement agreeing to accept the college's offer of admission.** You must also withdraw your application from other colleges if accepted under Early Decision. (Used by Duke, Elon, Wake Forest, etc.) *Points to remember* are the same as listed above in Early Action.
- **REGULAR ADMISSION:** candidates submit an application during November to February, depending on the individual applicant and specific college deadline(s). Check the deadline for each individual school.
- **ROLLING ADMISSION:** candidates submit an application at their convenience up to a certain date. They typically receive an offer of acceptance or rejection within four to six weeks. (Used often by Community Colleges and some four-year institutions)
- **ONSITE ADMISSION:** is when an admissions officer will come to Heritage High School and meet with students who have an interest in their university. Students will provide the admissions officer with a copy of their transcript, completed application, and SAT/ACT scores (if available) and will know "onsite" of their admissions status. Schools that have participated in the past at Heritage have been Barton College, Campbell University, William Peace, UNC- Pembroke, Wake Technical Community College, and Western Carolina. Listen/Watch for announcements of these opportunities!

When Will You Apply?

There may be several factors which will affect when you apply to college. You are often encouraged to apply in the fall of senior year, meeting early action deadlines of your institutions of interest. Advantage of applying sooner rather than later?

- You'll know an admissions decision earlier in the year.
- You can spend more time applying for scholarships. Some scholarships require applicants to apply to college by a certain date (usually the early action deadline).
- Your GPA will not change significantly from fall semester to spring semester. Many students who are not satisfied with their current GPA believe that waiting until spring will be better. Not so in most cases. With one semester, there is no significant change in the GPA unless there is a significant difference in grades (D to A, etc.). You risk missing regular admissions deadlines when you wait, as transcripts will not have fall semester final grades until the end of January. You also stand a greater risk of being waitlisted to the institution, as they might have already filled their spaces.
- You can better prepare for financial aid needs once you know where you're going.
- You can focus on the rest of your senior year and enjoy it!

How Will You Apply?

All students are encouraged to apply online. Applications can be processed quicker and most times you can check the status of your online application through accounts you set up. You should research the following options to determine how you'll apply. How you apply does not affect an admissions decision; it only reflects your preference for applying.

- **CFNC** – You can apply to all NC colleges and universities through CFNC. This allows you to save time by completing only one application. Note: some institutions will require a supplemental form to be completed in addition to CFNC. Go to www.cfnc.org and click "Apply" to college to get started.
- **Common Application** – The Common Application is a nationwide college application tool that many institutions accept as an application. Go to www.commonapp.org to find out which institutions accept this document. There may be supplemental forms to complete.
- **Institution Direct** – Seniors can opt to set up a personal account directly with their institutions of choice and complete the individual online application. Students can log back into the account to check the application status and/or find out if there is any additional information needed.

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North Carolina Countdown to College – October 15-19 2018

During this statewide college access event, all 110 North Carolina colleges and universities accept the College Board fee waiver in lieu of an application fee, for students who qualify. Typically students who receive the SAT or ACT fee waiver, also qualify for the College Board fee waiver. See your counselor for more information about the College Board fee waiver. Additionally, many of North Carolina's colleges and universities go above and beyond and outright waive their application fee for all North Carolina graduating seniors that week.

Transcripts

WCPSS high schools use College Foundation of North Carolina (CFNC) Electronic Transcripts as the primary method of sending senior transcripts to institutions of higher education in NC. All North Carolina colleges, universities and community colleges accept the CFNC Electronic Transcript. These transcripts are free to current seniors and are sent within one day of the request through the student CFNC account online. More information can be found at www.cfnc.org.

WCPSS high schools provide each currently enrolled high school student with three official transcripts per year at no charge. After receiving written permission from the parent, these transcripts will be sent to any college, university, or organization requested. There will be a \$10.00 charge for each additional paper transcript, after the first three. In order for a paper transcript to be "official," it must be sent from the high school office to the college, university, or organization without the student or parent handling it.

Transcripts may be requested online by clicking the "transcript request" quicklink at <http://heritagehs.wcpss.net> or at https://wcpss.scribonline.com/foldreq/start_order.html

In addition to the three free official transcripts, there is no charge for the following:

- Mid-year senior year transcript
- Final transcript after graduation
- Transcript for any scholarship or award

Recommendations and Counselor Statements/Forms

Follow these steps for securing teacher or counselor recommendations:

1. Determine what type of recommendation is needed and how many by previewing the application. There may be a specific teacher recommendation form or a request for a letter.
2. Initially ask a teacher in person if he/she is willing to complete one on your behalf. They should hear from you before they hear from the college.
3. Follow up with an email to the teacher, giving at least a two week notice. Include a copy of your resume and be specific regarding what information the school is requesting, the deadline and mailing instructions.
4. Provide a stamped, addressed envelope for the teacher if not an online recommendation. If there is a specific form, complete any required portion by the student prior to handing it over to the teacher.
5. Follow up with the teacher in person a few days before the deadline to make sure that the recommendation is being prepared.
6. Write a thank you note to the teacher who wrote a recommendation for you.

Follow these steps for securing School Supplement Forms:

1. Determine whether the form can be submitted online or if you need to print the form and give to the counselor.
2. Complete any required student portion of the form.
3. If the form is printed, drop it off in Student Services with Ms. Faison and indicate when you need it mailed. Note: Some institutions require a mid-year form. You may turn this in to Student Services at the same time as the counselor/school supplement form.

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COLLEGE ADMISSIONS DECISIONS

- **OFFER OF CONDITIONAL ADMITTANCE** is acceptance to a college provided you maintain your academic performance throughout the year. A college can withdraw its offer if your grades fall significantly, if your course rigor changes after admission, or if you are involved in an activity that results in disciplinary action by the school or law enforcement.
- **DENIAL** is a final decision by the college to not offer admission. Students who are denied can apply again after completing at least a semester of college coursework elsewhere.
- **DEFERMENT** is a delay of admissions decision until a later time. Many competitive schools will defer fall applications to the spring in order to receive additional grades and other information.
- **WAITLISTING** occurs after the regular admissions process is complete. There is no guarantee a college will go to the waitlist or where an applicant will rank on the waitlist. Students on a waitlist for one college should plan to attend another college and then reconsider if later offered admission.

COMMUNITY/JUNIOR COLLEGE INFORMATION

Some of you may decide to begin your postsecondary education at a community college. Community colleges provide excellent opportunities for students to excel in a variety of careers. Community colleges have also established relationships with several universities for students who wish to transfer after receiving an Associate's degree or the required number of credit hours for transfer. There are 59 community colleges in North Carolina. Local community colleges include Wake Technical, Wilson, Vance-Granville, and Durham Technical College. Students wishing to enroll at a community college should contact the respective college's admissions office to set up an appointment with an academic advisor. Information for all 59 community colleges can be accessed at: www.ncccs.cc.nc.us

WAKE TECHNICAL COMMUNITY COLLEGE

Wake Technical Community College (WTCC) has an Open Door Policy. This policy provides for the admission of any person who has reached the age of 18 or has graduated from high school. WTCC offer programs for all educational levels. There are Certificate Programs, Diploma Programs, and the Associate Degree Programs. More information on WTCC can be accessed at: www.waketech.edu. As a high school student, you may be eligible to participate in the Career and College Promise program. Engaging in this opportunity allows you to begin courses early, tuition free. You must register and attend a mandatory orientation session to get started. For more information about Career and College Promise, go to ccp.waketech.edu.

COLLEGE TRANSFER PROGRAM at WTCC

Two degrees are offered: Associate in Arts (A.A.) and Associate in Science (A.S.)

- By enrolling in this program, you may complete course work equivalent to the general education requirements (freshman and sophomore years) for the bachelor's degree at a four-year school.
- The A.A. or A.S. is awarded upon successful completion of 64 semester credit hours, including the minimum in each of the areas indicated on the specific curriculum outlines.
- Any course deficiencies MUST be made up at Wake Tech prior to transfer to the senior institution. Earning the A.A. or A.S. degree automatically fulfills the MAR.

Steps to Financial Aid

There are several types of financial aid students and parents can pursue in order to pay for college. These include: scholarships, grants, loans, work-study, entitlement programs, and employment. All types of financial aid come from various sources that include the federal government, local clubs, civic organizations, as well as colleges and universities.

Free Application for Federal Financial Aid (FAFSA) must be completed by all students wishing to be considered for any federal financial aid. **The FAFSA form is the gateway to all federal money.** To initiate the financial aid process, you and your parents must submit a financial aid form. The FAFSA is a confidential document used to collect information for determining a student's need for financial aid.

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An estimate of your family's financial ability to contribute to the costs of education beyond high school is computed. The amount is known as the **Estimated Family Contribution (EFC)**. The EFC is an indicator of how much the government believes the family can pay each year for their student's education. This amount however does not necessarily mean that the college or university will require the family to pay the entire amount. This estimate and a copy of the appropriate form are forwarded at your request to the Pell Grant Program, to state scholarship and grant programs, and to financial aid officers at the colleges or other post-secondary institutions you specify on the form.

The decision to award financial aid rests with individual institutions and programs, which directly inform students whether or not they are eligible for financial aid. *Speak with the college or university financial aid officer directly to discuss adjustments to this financial aid package.*

Some colleges and universities require submission of both the **FAFSA** and the **College PROFILE** along with their own financial aid application for consideration for merit or academic scholarships. Only 5 colleges require the College PROFILE in North Carolina. They are: UNC Chapel Hill, Davidson, Duke, Elon, and Wake Forest. Complete the **PROFILE** at www.collegeboard.org

FAFSA forms are available online. The earliest the form may be sent electronically is October 1, 2018 for a student entering college in August of 2019. The forms for North Carolina colleges generally must be submitted before March 1 of senior year. Some schools have an earlier date; therefore, you must adhere to the deadline for each school. Complete the **FAFSA** at www.fafsa.ed.gov

The U.S. Department of Education publishes an annual guide for high school and college students regarding financial aid. This guide explains in-depth the federal aid process. You can view this guide on-line at www.studentaid.ed.gov

Types of Federal Aid

- **Stafford Loan:** Stafford Loans are available to undergraduates on the basis of demonstrated financial need. Interest rates continue to be favorable and interest is paid by the federal government for the first six months after graduation. A program called the "Unsubsidized Federal Stafford Loan Program," is available to undergraduates who do not demonstrate financial need. Students must file the FAFSA for the regular Stafford Loan first and if not eligible, will automatically be considered for the Unsubsidized program. Although borrowing limits and interest rates are identical to the regular Stafford Loan, interest will not be subsidized while the undergraduate is attending college. Students have the option of either paying interest on the loan as it accrues or capitalizing the interest and paying it off along with the principle following graduation. Even though the government does not pay interest, this option is attractive because of the very favorable interest rate.
- **Pell Grants and Supplemental Educational Grants:** Pell Grants and SEOG's are distributed to students based solely on need as determined by the FAFSA. The college financial aid office determines the amount received through a SEOG.
- **Work-Study:** Work-Study is a federally funded program that allows students to work on campus to help defray the costs of education. This program is organized by the school's financial aid office.
- **Perkins Loan:** The Perkins Loan provides funds for students who demonstrate need as determined by the FAFSA. Colleges have a restricted amount of funds available for Perkins Loans and allocate it accordingly. Repayment begins six months after graduation.
- **Parents Loan For Undergraduate Students (PLUS):** Through this program, parents may borrow the entire cost of their students' education, less financial aid. Repayment of PLUS loans must begin within 60 days of disbursement. Bank approval of a PLUS loan hinges on examination of the family's credit history. The low interest rates on PLUS loans make these an attractive option for families who plan to finance educational costs.

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The Scholarship Process

Private sources make up a small slice of the total financial aid pie. Nonetheless, there are a number of scholarship opportunities—the trick is finding which ones are applicable to your individual situation. Scholarship bulletins are available in Student Services. This is not an exhaustive list; websites are listed in this section of the planning guide to assist with other scholarship searches. Be forewarned—the application process for scholarships is often as detailed as applying for college and sometimes the rewards are not large. The most important thing to remember is to never pay for a scholarship or for scholarship information. Individual colleges and universities also offer merit-based scholarship programs which will be offered to qualified students once accepted. Check with colleges for specific information.

Examples of Scholarship Criteria:

- Academic merit or good grades
- Leadership activities
- Community service
- Extracurricular activities/athletics
- Honors and Achievements
- Financial Need
- Personal Statement
- Honors and Achievements
- Overcoming adversity

Examples Scholarship Essays:

- Describe a person or event having a significant impact on you.
- Describe a social problem of interest to you.
- What are your plans after graduation?
- Explain what motivates you to volunteer in your community.
- Explain why you need this scholarship.
- Write a statement giving your interests, life goals, ambitions and hopes.

How do I find out about scholarships?

- Go to www.scholarshipplus.com/wake - for Heritage HS and Wake County-specific scholarship information.
- A scholarship bulletin is available in Student Services and on the Heritage High School website (<http://heritagehs.wcpss.net/>).
 - Click on Students > HHS Senior Page>Financial Aid & Scholarships

Here you will find scholarship resources from WCPSS sites and more. Be sure to peruse the Heritage High School Bulletin often as scholarships are added frequently. If you find a scholarship you would like to apply for, follow the instructions for applying as listed.

- Go to www.cfnc.org for information about need based grants and scholarships, merit based scholarships, and other forms of aid. From their homepage, click on PAY > Grants and Scholarships

Steps to Military Placement

Representatives from the different branches of the military visit Heritage High School throughout the year. These visits are scheduled through Career Development Coordinator. At other times the Military Representatives may be reached in their Raleigh Offices.

Air Force	872-7692	www.airforce.com
Army	562-4936	www.goarmy.com
Army Reserve	562-4936	www.goarmy.com/reserve
Coast Guard	878-4008	www.gocoastguard.com
Marines	872-9955	www.marines.com
Navy	1-866-628-7327	www.navy.com
Naval Reserve	1-866-628-7327	www.navyreserve.com
N.C. National Guard	790-1908	ww.nationalguard.com

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The **Armed Services Vocational Aptitude Battery (ASVAB)** is an aptitude test to access an individual's natural abilities and skills. The military branches require the ASVAB for entrance into the military. Whether you are considering the military or other career options, the ASVAB is an excellent tool to help determine your own natural abilities that will assist you in making an informed career choice.

The Military Entrance Processing Service Center offers the ASVAB on a weekly basis. Contact your military recruiter to schedule an appointment. Heritage High School offers the ASVAB twice per year at no cost to the student. **The ASVAB administration at Heritage is open to all Juniors and Seniors regardless of your career plans.** Ms. Beaster, our Career Development Coordinator, can give you more information about the ASVAB.

Military Plus College? If you are interested in enlisting in the military as well as going to college, be sure to ask about ROTC scholarships that are available. Deadlines are usually from October to December, so early planning is advised. See websites below for more information.

Army	www.usma.edu www.rotc.monroe.army.mil
Air Force	www.usafa.af.mil www.afoats.af.mil/rotc.htm www.afas.org
Navy/Marine Corps	www.nadn.navy.mil www.cnet.navy.mil/nrotc www.nmcrs.org
Coast Guard	www.cga.edu www.cgmahq.org

Steps to Getting a Job

Career Planning/Exploration

- Career planning is a process that involves students, parents, teachers, counselors, and the community.
- The goal is to help students to make informed and thoughtful decisions about themselves and their future.
- The planning process includes helping students develop and implement an individual career plan.
- CFNC is a valuable website that has online *Career Inventories* which assess a student's interests, preferences, values, abilities, and talents in order to identify either general or specific careers.
- In addition, students may further explore careers by participating in Web Research, Informational Interviews, Job Shadowing, Internships, Summer Programs, Part-time Jobs, and Volunteering Opportunities.

Entering the Workforce

If you have decided to get a job immediately after high school, you will need to:

- Find out what kinds of jobs are currently available.
- Develop some very necessary job-finding and job-keeping skills.
- Talk to Ms. Beaster, our Career Development Coordinator, for more information.
- Adapt your resume to reflect the needs of the potential job. Identify skills you possess that the company has in the job posting.

Interviewing Tips

Before the Interview

- Focus on employer's/college's needs and what you can do for the organization/college
- Consider how you will fill the role they have available
- Consider your interest in the job/ career field/ college major
- Research and become knowledgeable of the company/college
- Practice interviewing

During the Interview

- Be enthusiastic, but sincere

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- Listen carefully to the interviewer
- Think about how you can set yourself apart from others
- Keep the interviewer's attention
- Don't place blame or be negative about past employers/ your high school
- Plan to arrive at least 15 minutes before the interview
- Bring a pen and notebook with you
- Greet your interviewer by name, with a firm handshake and a smile
- Do not chew gum
- Maintain good body posture
- If the interviewer asks if you have any questions or if you would like to add anything else- Ask a question or tell them something about yourself they did not ask!
- Close the interview on a positive note
- Ask about any needed follow-up and when you can expect to next hear from the company/college
- Thank the interviewer for his or her time
- Be sure to get the interviewer's business card, or at least the proper spelling of their name, their title, and their address and phone number.

After the Interview

- Evaluate it – how do you think you responded to the questions?
- Send a thank you letter to the interviewer.
- Make a follow up phone call to indicate interest in the position/college and ask if there are any additional questions.

What to Wear

- Wear a professional looking outfit from head to toe
- Make sure your hair is well-groomed and neat
- Don't overdo the perfume, cologne, makeup, or aftershave. Limit your jewelry.
- Try on your outfit BEFORE the day of the interview

Sample Interview Questions

- Tell me a little about yourself?
- What have you been involved in while in high school?
- Tell me about your scholastic record.
- What supervisory or leadership roles have you held?
- Why should we hire/admit/select you?
- Describe briefly your philosophy of
- Where do you see yourself in 5 or 10 years?
- Do you think your grades are a good indication of your academic achievement?
- Describe one or two achievements which have given you the most satisfaction.
- In what ways would you contribute to our organization/college?
- Tell me about a time when you worked effectively under pressure.
- Tell me about a time when you persuaded team members to do things your way.
- Tell me about a time when you had to adapt to a difficult situation.

Resume Information

All Heritage High students develop their portfolio as they matriculate, being able to update important information, such as extracurricular activities, volunteerism, employment, etc. These are all elements that help to shape a student's resume. After making an update at the beginning of the senior year, students should be able to use their resume for college admissions, as well as employment endeavors.

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The development of your student resume is an important step in planning for your future. You will use your student resume for many pursuits, including, but not limited to: after-school and summer employment, volunteer work, job shadowing and internships, college applications, and scholarship applications. Your counselor, teachers, and other adults may use your resume during your senior year) to write recommendations and to help you with the scholarship process.

General Resume Do's and Don'ts

Do	Don't
Be concise, accurate, positive	Lie or exaggerate
List your most recent activities or job first	Include salary history or expectations
Stress skills and accomplishment	Use pronouns, abbreviations
Research and use key words	Overdo the use of bold and italics
Make the resume attractive to read	Use small type or overcrowd margin
Have someone proofread before submitting	Include references

RESUME WRITING TIPS

Why do I need a Resume?

- It provides a clear breakdown of high school activities for college admissions representatives and can be included with your application.
- It offers recommendation writers a review of your accomplishments

What do I include?

- Awards and honors
- Extracurricular activities (ones offered in high school such as Sports, Honor Societies, Newspaper, Theater, etc.)
- Community Service/Volunteerism
- Leadership
- Work Experience

What order do I put activities in and what format should I use?

- Enter activities from most recent to least recent
- Do not include middle school
- Indicate if you have held an office position or elected position
- Community Service is by school year (2014, 2015...)

Overall Tips

- Use Times Roman or Arial Font
- Use 12 point size, no smaller than 9
- Use professional looking bullets (not hearts, stars)
- Spell out acronyms (NHS= National Honor Society)
- Make Headings bold
- Keep it to one page if possible

Appendix

Sample Resume
Future Planning Resources
Financial Aid Resources

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SAMPLE RESUME

Hank Husky
123 Heritage Lane
Wake Forest, NC 27587
919/570-5600

Objective: To obtain admission into University of North Carolina-Charlotte

Education: Heritage High School (9-12)
GPA: 3.8 weighted 3.2 unweighted
Rank: 115/ 400

Awards and Honors:

- ◆ North Carolina Scholar (12)
- ◆ Latin Honor Society (11-12)
- ◆ Regional Swimmer (10-11)
- ◆ A/B Honor Roll (10-11)
- ◆ Federalist Violin Competition (9)

Extracurricular Activities:

- ◆ Junior Classical League (11-12)
- ◆ Student Government (11-12)
 - Junior Class Council Prom Committee Chair
 - Senior Class Council Second Vice President
- ◆ Pep Club (11-12)
 - Inter Class Council Member (11)
- ◆ Key Club (9-12)

Athletic Participation:

- ◆ Varsity Swim Team (9-12)

Volunteer Experiences:

- ◆ Tutored Elementary School Students (2015-2018)
- ◆ Led Wake Forest Baptist Church Youth Group (2014-Present)
- ◆ Served in Governor's Page program (2016)
- ◆ YMCA Leaders Club (2016)

Employment:

YMCA Camp Seafarer--Camp Counselor (summer 2017)

Heritage Seniors! Steps to Senior Success

Future Planning Websites

Name	How to Find
Heritage High School Counseling site for dual enrollment, planning guides and other relative information.	http://heritagehs.wcpss.net (click on Student Services from the Student tab)
College Foundation of North Carolina Comprehensive site for planning for and applying to college as well as financial aid, SAT Prep, College Matching Assistant	www.cfnc.org
College Week Live College search engine that hosts virtual tours	www.collegeweeklive.com
Collegeboard SAT registration, College planning, Scholarship Search	www.collegeboard.org
You Can Go! The You Can Go program is sponsored by Collegeboard and is used to support students who don't believe college is a possibility.	www.ycg.org
ACT ACT registration, College planning	www.actstudent.org
NCAA Clearinghouse Information for potential college student athletes, initial eligibility website, and download the "Guide for the College-bound Student Athlete"	www.eligibilitycenter.org
UNC System Information regarding all the public institutions in North Carolina, including enrollment, etc.	www.northcarolina.edu
NC Independent Colleges Information regarding all the private institutions in North Carolina	www.ncicu.org
Wake Tech Community College	www.waketech.edu
Selective Service Selective Service and Information	www.sss.gov
Trade and Vocational Schools Trade school search engine	www.tradevocationalschools.com

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Financial Aid and Scholarship Resources

****This is just a few of the many resources found regarding financial aid and scholarship resources.*

Source	Web Address
US Department of Education Federal resources for information and publications on career development, financial aid, etc.	www.ed.gov
FAFSA Free Application for Federal Student Aid Scholarship Resources	www.fafsa.ed.gov
Scholarship Plus Scholarship Search Site for WCPSS Students	www.scholarshipplus.com/wake
Fast Web Free college and scholarship search and financial aid information	www.fastweb.com
Sallie Mae Foundation Financial aid information	www.salliemae.com
College Foundation of North Carolina Merit and Need Based Scholarships and Grants Career-Based Scholarships	www.cfnc.org
FinAid Student guide to financial aid, scholarships and student loans	www.finaid.org
Free Scholarship Search links to more than 40 free, online scholarship search sites listing thousands of scholarships and financial aid awards	http://www.college-scholarships.com
Collegeboard Scholarship search, CSS Profile, Education Loans	www.collegeboard.com
NC State Education Assistance Authority Scholarship and grant programs in North Carolina	www.ncseaa.edu
International Financial Aid Center Resources for international students	www.iefac.org
Petersons Guide to financial aid and scholarships	www.collegequest.com
Other scholarship websites	www.scholaraid.com www.collegenet.com www.winscholarships.com www.scholarships.com www.guaranteed-scholarships.com

Notes:
