Brooklyn Technical High School
Randy J. Asher, Principal
Gina A. Paulson, A.P. Pupil Personnel Services

Office of College Services, Room 7S5
29 Fort Greene Place, Brooklyn, NY 11217
Telephone: 718/804-6400, Ext. 6465 Fax: 718/260-9245

Directory of Guidance Services

ASSISTANT PRINCIPAL OF PUPIL PERSONNEL SERVICES
Ms. G. Paulson, Room 7S2

COLLEGE OFFICE:
Room 7S5
Rosemarie Mazzone, Director
Diana Balsamo, Associate Director
Adam Stevens, Financial Aid/Scholarship Coordinator

Room 7E2
Ms. K. Carosella, Fee Waiver Coordinator
Ms. C. Maggi, Fee Waiver Coordinator

GUIDANCE COUNSELORS:
Room 7S6
Ms. N. Ambroise
Ms. C. Blain
Mrs. P. McKinnon
Mr. J. Ventura
Ms. N. Garcia
Room 7S7
Mrs. H. Epstein
Mr. C. LaCarruba
Mr. D. Passarelli
Mrs. D. Taub
Room 7S8
Ms. L. Barone
Ms. M. Luckman
Ms. R. Ming
Ms. D. Trebour
Ms. A. Kastanis
Room 6W25
Mr. D. Lucario
Room 7E2
Ms. Gwo Tu

ASSISTANT PRINCIPAL OF PARENT & STUDENT ENGAGEMENT
Laura Marquez, Room 1W2

PARENT COORDINATOR:
Ms. Suet Mei Chan, Room 1W2

SPARK COORDINATOR:
Ms. Ramona Richardson, Room 7C6

C.O.S.A. COORDINATOR:
Joseph Kaelin, Room 7C1

It is the policy of the Department of Education of the City of New York to provide educational and employment opportunities without regard to race, color, religion, creed, ethnicity, national origin, alienage and citizenship status, age, marital status, disability, sexual orientation, gender (sex), prior record of arrest or conviction (except as permitted by law), and to maintain an environment free of unlawful harassment.
<table>
<thead>
<tr>
<th>TABLE OF CONTENTS</th>
<th>Page#</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td>3</td>
</tr>
<tr>
<td>College Planning Calendar - Class of 2011</td>
<td>5</td>
</tr>
<tr>
<td>Introduction to College Admissions</td>
<td>11</td>
</tr>
<tr>
<td>Application Options</td>
<td>14</td>
</tr>
<tr>
<td>Standardized Testing Information</td>
<td>16</td>
</tr>
<tr>
<td>Factors to Consider in Selecting a College</td>
<td>19</td>
</tr>
<tr>
<td>Where to Get Information about Colleges</td>
<td>22</td>
</tr>
<tr>
<td>What Colleges Look for in Applicants</td>
<td>24</td>
</tr>
<tr>
<td>College Applications</td>
<td>27</td>
</tr>
<tr>
<td>The College Interview</td>
<td>29</td>
</tr>
<tr>
<td>Applying to College</td>
<td>31</td>
</tr>
<tr>
<td>Instructions for Completing College Applications</td>
<td>32</td>
</tr>
<tr>
<td>College Expenses/Financial Aid</td>
<td>38</td>
</tr>
<tr>
<td>Sources of Financial Aid</td>
<td>39</td>
</tr>
<tr>
<td>Ranking the Selectivity of Colleges</td>
<td>41</td>
</tr>
<tr>
<td>College Preparation Checklist</td>
<td>45</td>
</tr>
<tr>
<td>Useful Resources</td>
<td>48</td>
</tr>
<tr>
<td>Helpful Websites</td>
<td>49</td>
</tr>
</tbody>
</table>
INTRODUCTION

The College Office Staff and your Guidance Counselors are always available to assist you. Your Guidance Counselor completes your Secondary School Report (SSR), the school’s recommendation of you. The SSR, together with two subject teacher recommendations, is required by most colleges. You will be asked to complete a Student Questionnaire sheet as a junior.

JUNIORS

The college selection and application process at Brooklyn Technical High School officially begins with Junior Information Night, which is held in March of your junior year. However, there are steps that should be taken prior to this meeting (see Junior Year Calendar of Events). At this meeting you will learn about the College Application Process through Naviance, the role of the College Office, options that are available to you and how to access these options. You will be asked to prepare your Student Questionnaire, which is available online by logging in to your “Naviance” account from the BTHS homepage. You will be able to inform your Guidance Counselor of any changes or additions by completing the Questionnaire Update Sheet (available online by clicking “Naviance” on the BTHS homepage) in September of your senior year. In March, one of the College Counselors will meet with you in your English class to review the steps in the college process. In the weeks that follow, the College Counselors will arrange to meet with you in groups, and you will be able to visit the College Office with any questions about researching various colleges and the college process in general.

One final note: The person most responsible for successfully completing this process is you. We are here to guide and advise you, but you must make the important decisions and follow through in meeting all deadlines. We suggest you designate a specific place at home to keep all college related materials. Having a separate folder for each college you are considering will help you organize your materials. **Please keep a copy of everything you submit to the colleges.**

Choosing a college is an adventure! Remember to have fun along the way!
PLANNING CALENDAR

JUNIOR YEAR CALENDAR
Fall Semester

September
- Prepare for the PSAT given in October which includes National Merit Scholarship competitions.
- Fill out the lunch form even if you do not eat the school lunch! If you qualify for free or reduced lunch, you will be eligible for fee waivers for SAT & ACT exams and College Application.
- Attend the NYC College Fair at the Jacob Javits Center.
- ATTEND COLLEGE PANEL PRESENTATIONS.

October
- Take the PSAT/NMSQT (Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test.
- Attend the Big Apple College Fair.
- Explore volunteer work, community service, extracurricular activities, etc.
- ATTEND COLLEGE PANEL PRESENTATIONS.

December
- Go online to the Naviance site and choose the College Search Option to research colleges that match your interests.
- Go on-line to learn more about college and career opportunities. Suggested websites are available in the helpful website section of this Handbook.
- PSAT score reports are sent to schools.

January
- Begin registration for upcoming SAT Reasoning/ Subject Tests or the ACT Test. School Code for these exams 330630.

SAT:  [www.collegeboard.com](http://www.collegeboard.com)
ACT:  [www.actstudent.org](http://www.actstudent.org)
Spring Semester

February
- Continue registration for SAT Reasoning or SAT Subject Tests and/or ACT Tests.
- Attend “College Information Night” with your parents.
- The College Counselors will meet with the Junior Class to explain the Secondary School Report and the purpose of the SSR Background Questionnaire.
- Continue your online research and request information from colleges.
- Begin listing the activities and accomplishments that make you special!
- Look into college summer programs and or internships. Check Naviance under section “Enrichment Programs”.

March
- Your counselors will visit your major classes to go over the college search process with you.
- Create a list of colleges you are interested in applying to.
- Schedule an appointment with your counselor to go over your college list and to go over your senior year course selections.
- Register for your SAT/ACT Tests.
- The “College Questionnaire” will be posted on Naviance and the BTHS website. Continue applying for summer programs / internships.
- Start to identify teachers that will write your letters of recommendation.
- Review your High School transcript for accuracy. All of your high school courses and exams should be listed with correct grades. Make sure all corrections are returned to your guidance counselor immediately.

April
- Continue scheduling appointments with your counselor.
- Visit college campuses during “Spring Break” and speak with college representatives.
- Attend the NACAC National College Fair at the Jacob Javits Center.
- Continue Summer Program Search.
- Identify the two (2) junior subject class teachers that will write your recommendation letters.
- Teacher brag sheets will be posted on Naviance and BTHS website.
May

- Take the SAT Reasoning or Subject Tests.
- Continue searching for colleges.
- Pursue volunteer and extracurricular activities.
- Continue requesting teacher recommendation letter for college.
- Attend BTHS College Fair.
- *If you are applying to a Service Academy, you must apply now to your Senator or Representative for a Service Academy Nomination. At this time you must also complete a pre-candidate questionnaire. The nomination to the academy is made during your senior year.
- College Advisors will visit your classrooms to discuss the “Nuts & Bolts” of the college admissions process.

June

- Take SAT Reasoning and Subject Tests or ACT Tests.
- Continue research colleges that might be of interest to you.
- Arrange to visit college campuses over the summer.

Summer

- Contact colleges for information, catalogs and applications and financial aid forms.
- Visit campuses of interest.
- Create a resume of high school accomplishments including activities, awards, jobs, etc.
- Select a calendar to use senior year for key dates and deadlines.
- Talk to students who attend colleges that you are considering and ask questions!!
Senior Year Calendar
Fall Semester

September
Your senior year begins!!!

- Double-check your course schedule for accuracy and completeness. Refer to your BTHS Student Planner to make sure you are meeting all graduation requirements.
- Check your transcript carefully. Your freshman through junior year transcript will be sent to the colleges to which you apply. If necessary, request transcript corrections.
- If you have not yet done so, ask two faculty members to write your college letters of recommendation. Remember, the college recommendation letters process is a great deal of work for your teachers. They work very hard to show the colleges that you are an excellent candidate.

Please write Thank You notes to your teachers who have written letters of recommendation for you.

- College Admissions Representatives will be visiting BTHS and speaking about their schools. In many cases these are the same people who will be evaluating your college applications. If a representative’s presentation conflicts with one of your classes, make sure to ask your teacher for permission to attend and know that you are responsible for making-up any material missed during that class.
- Check collegeboard.com for upcoming SAT I Reasoning Test dates and SAT II Subject Test dates and registration deadlines.
- Check act.org for upcoming ACT Plus Writing test dates and registration deadlines.
- If you are applying to schools in the U.K., please know that Oxford and Cambridge have application deadlines in September. Other U.K. schools have October deadlines. U.K. colleges require that students complete the UCAS application. Please visit http://www.ucas.com/students/nonukstudents/ for more information regarding colleges in the U.K.
Note the Important Deadlines in October
and the Deadlines in November and December:

In October, November, and December, you will be notifying the College Office of your final college selections, the colleges to which you will be applying through your “Naviance” account from the BTHS homepage. (see pg 35 for instructions).

October

Senior Night: The College Office staff will discuss the college application process. This event is for parents of seniors only.

- Important: Regarding colleges that you are interested in applying to, it is crucial to carefully and very thoroughly read your college applications and the colleges’ Admissions Offices’ websites.
- If you plan to apply Early Decision (ED) and/or Early Action (EA), you must inform the College Office by October 5.
- Some private schools require you to submit the CSS Profile. Visit collegeboard.com to learn more about the CSS Profile and which colleges require it.
- Check collegeboard.com for upcoming SAT I Reasoning Test dates and SAT II Subject Test dates and registration deadlines.

SPECIAL NOTE: It is essential that you adhere to the various deadlines in this handbook so that the College Office may send your application materials to the colleges on time. In order to communicate to the College Office the names of the colleges to which you are applying, you must input your final college selections by utilizing the various links under the heading “Colleges I’m Applying to”.

AFTER DEADLINE DATES have passed THE NAVIANCE SYSTEM WILL BE TURNED OFF AND YOU CAN NO LONGER ADD COLLEGES TO THE SYSTEM.

November

Student Deadlines

- Rolling Admission: Thursday, November 7th.
- CUNY Applications: Thursday, November 7th.
- SUNY Applications: Thursday, November 7th.
- Deadlines of December 15th or later: Thursday, November 7th.
- Make sure you are aware of all admissions and/or Priority Deadlines (inform the College Office of any “Priority” or “Scholarship” deadlines that may be specific to an individual college that you are applying to) for all colleges to which you
adapt. Visit the “Admissions” sections of individual college websites to find this information.

December
Put together your family financial papers. The College Scholarship Service Profile (CSS Profile, see collegeboard.com) should be filed as soon as possible for those schools that require it.

- Attend Financial Aid Night.
- Early Decision and Early Action Applicants should hear from their colleges by mid-month.

FURTHER EARLY DECISION (ED)/EARLY ACTION (EA) PROCEDURES

IF YOU APPLIED EARLY DECISION
- Please inform the College Office immediately once a decision has been received.

IF YOU APPLIED EARLY ACTION
- If students are ADMITTED to their EA college(s), they can choose whether or not to withdraw some or all of their remaining college applications.

January
Immediately after January 1, 2013 file the FAFSA (Free Application for Federal Student Aid) form. Please visit fafsa.ed.gov to learn about applying for financial aid. In addition, you may have to complete the CSS Profile (see collegeboard.com and the websites of the individual colleges to which you are applying). Many colleges’ deadlines for submitting completed 2012 taxes are as early as March 1, some require completed taxes even earlier than that – complete your taxes as soon as possible.

- MIDYEAR REPORTS are sent to the colleges

Spring Semester

February
Use the Presidents’ Week recess to visit the campuses of colleges that you have not yet seen.
- Make sure you have completed all financial aid applications/forms: FAFSA, CSS Profile, TAP Tuition Assistance Program – please visit hesc.com (Higher Education Services Corporation of New York State) for more information regarding the TAP Grant, and any other financial aid forms your colleges may require.
- The College Office will send out all Mid Year Reports to the colleges you are applying to.

It is imperative to meet all financial aid deadlines set by the various colleges to which you have applied.
April

Most colleges mail their Regular Admissions decisions this month.

May

You must accept admission to one, and only one, college by May 1 and make a tuition deposit. You cannot double deposit. If you do, you may forfeit your acceptance at both institutions.

• Please be considerate of students on waiting lists of colleges that have accepted you, but that you do not wish to attend, and promptly decline these colleges’ offers of admission.

• You should have received your TAP acknowledgement. If the school you will be attending is different from the one listed on your TAP acknowledgment, change the school and correct any incorrect financial data. Return the correction form to the processor by May 1. (Tuition Assistance Program grants are available only for New York State residents who attend college in New York State, visit hesc.com for more information.)

• Complete the Senior Survey form posted on Naviance.

• Apply for the summer job you’ve been thinking about.

June

The College Office mails your final grades and certification of graduation forms to the college that you have indicated you will be attending on the Senior Survey form.

• If you will need to take out loans to help pay for college, contact your college’s financial aid office for information regarding how to obtain college loans if you have not already done so.

• Congratulations Graduates!
INTRODUCTION TO COLLEGE ADMISSIONS

Virtually all BTHS students go on to higher studies at the college and graduate levels, earning grants from universities and private scholarships totaling in the millions of dollars.

College admissions are based primarily on: your cumulative high school average through the end of your junior year and your 1st term senior year grades, the degree to which you have challenged yourself academically in high school (very selective colleges will want to see that students have taken AP courses), standardized test scores on exams such as the SAT I Reasoning Test and ACT Plus Writing, scores on the SAT II Subject Tests (where required), recommendations, extracurricular activities, any noteworthy talent(s) or achievement(s), geographic distribution, a personal essay, and an interview (where offered). The College Office encourages you to explore and research a wide variety of colleges. Seek out colleges that are likely to be a good “fit” for you, colleges having the kind of academic and social climate that you envision for your college experience. Your final list of college choices should include a range of schools based on the probability that they would offer admission to Brooklyn Technical High School students with GPAs and SAT scores comparable to yours. Please log in to “Naviance” from the BTHS homepage and click on “College Match” or “scattergrams” to view prior years’ college admissions data.

Your high school average is based on all course grades, except those for physical education, through the end of your junior year. Your average will include 9th year “accelerated” subjects taken in Middle School. At the end of your first term senior year, your Mid-Year grades are sent to all of the colleges to which you have applied. These grades are also carefully evaluated, and a poor senior year first term will adversely affect your chances for admission. On the other hand, a strong first term senior year can absolutely work to your advantage.

College Admissions Offices favorably note Advanced Placement and other challenging classes taken in high school. Choose a senior year program that is challenging, especially in the subject areas of interest to you. However, we want to caution you against taking a program that is too challenging for you to be successful. You need to be able to demonstrate an ability to succeed in your program.

Second term senior year grades and certification of graduation are reported to the college you are planning to attend. In some cases colleges request and evaluate your report card grades from the first or second marking period of your 2nd term senior year to assist in making a final decision.
Remember: All colleges reserve the right to rescind your acceptance if your academic performance during your senior year does not meet its standards.

**DEGREE PROGRAMS**

There is wide variety in the kinds of degree programs offered by colleges. Research a variety of colleges to make sure their offerings meet your needs and interests.

**Bachelor’s Degree**
A Bachelor’s Degree (B.A., B.S., B.F.A.) is a degree earned in a specific subject. This degree is offered by all four year colleges.

**Accelerated Medical and Dental Programs**
Some colleges that are affiliated with medical or dental schools offer six or seven year combined programs for a combined B.A.-M.D. or B.A.-D.D.S. degree. Upon successfully completing undergraduate programs, students who are accepted into these programs are guaranteed admission to the affiliated medical or dental school. These programs are highly selective. A list of schools offering such programs is available in the College Office. These programs often have application due dates as early as November 1st.

**Accelerated Law Programs**
A six year combined B.A.-J.D. degree is offered by some schools. Consult college websites for information.

**Engineering**
A small number of schools offer programs that combine the Bachelor of Engineering (B.E.) with a Master of Engineering (M.E.) or with a Master of Business Administration (M.B.A.).

**Business**
Programs that offer an accelerated Bachelor of Business Administration (B.B.A.) and a Masters in Business Administration (M.B.A.) after four or five years of study are available. Check college websites.

**Cooperative Education**
Cooperative Education programs are usually five year courses of instruction that involve terms of paid employment alternating with the academic program. The advantage of such programs is that they help students to defray some of the expense of attending college while providing valuable work experience.
OTHER PROGRAMS

Support Programs/Services for Learning Disabled Students

The kinds of programs/services offered vary from college to college. The College Office can offer advice regarding colleges that offer special services for students with learning disabilities.

Art, Music and Theater Arts

There are specialized colleges that offer professional training in art, music, and theater arts. In general, admissions requirements are based not primarily on academic criteria but on evidence of talent or special interest in the field (and usually an audition). Many other colleges and universities also offer special-interest programs in addition to regular academic curricula. For more information about these special programs please check with the college counselors.
APPLICATION OPTIONS

Early Decision (BINDING)
Under the Early Decision (ED) plan, some colleges allow the student to apply to his or her first choice college early in the fall term (usually by November 1 or 15) and receive an admissions decision in mid-December. This program is desirable for students who have strong academic credentials and a very strong preference for one particular college. Because the student is clearly indicating to the college that it is his or her 1st choice and that he or she will attend if accepted, in some cases, applying Early Decision can increase a student’s chance of admission. If accepted under an Early Decision plan, the student is not permitted to apply to any other colleges. Before applying ED, the student and family should discuss how important it is to them to have the opportunity to compare financial aid packages offered by colleges to which the student might have been accepted as a Regular Decision applicant. If a student is not accepted under the Early Decision Plan and is “deferred,” the student will be reconsidered later in the year with the regular application pool. However, a student may also be not accepted in December. A student may apply to only one school under the Early Decision Plan. Check colleges’ websites to see if Early Decision is offered (this can usually be found by navigating to the college’s “Admissions” page). It is important to plan ahead so you can complete all of the required SAT I Reasoning and SAT II Subject tests (and/or ACT plus Writing) by October of your senior year.

Early Action (NOT BINDING)
The Early Action (EA) plan follows the same application and notification timetable as the Early Decision Plan but allows the accepted candidates until May 1 to accept or decline the offer of admission. In other words, if offered admission as an EA applicant, the student is not obligated to attend his or her EA college. If a student is not accepted under the Early Action Plan and is “deferred,” the student will be reconsidered later in the year with the regular applicant pool. However, a student may also not be accepted in December.

Note: Because of the colleges’ very early deadlines for Early Decision and Early Action, students must be prepared to inform the College Office of their intentions early in their senior year by entering their Early Decision/Early Action college choice(s) online by logging into their “Naviance” account from the BTHS homepage by October 6, 2010. Students will not be allowed to apply ED/EA after that date as it will be impossible to prepare their Secondary
School Reports and other materials in time to meet the colleges’ ED/EA deadlines.

**Rolling Admissions (NO SET DEADLINE-FIRST COME FIRST SERVE)**

A Rolling Admissions procedure means that the college’s Admissions Office will review an applicant’s file which can include: the student’s application, high school transcript, SAT I Reasoning Test and SAT II Subject tests (and/or ACT plus Writing), and teacher recommendations as soon as possible after the completed application is received. It is in the student’s best interest to submit his or her application as early as possible before degree programs fill up. Decisions are issued within a few weeks after they are made. Students should consult college websites for priority filing dates that, if met, often make students eligible for additional scholarships. Many state universities as well as some private colleges use the rolling admissions process. In many cases your chances of admission are improved considerably by applying as early as possible before academic programs are filled to capacity. There is no implied commitment on your part to attend.

**Deferred Admission**

At some colleges, students who have been admitted to the school may elect to delay enrollment for a year or a semester. Students might choose this option to earn money for college or to pursue special programs. A deposit is often required by the college to hold a place in the next entering class, and it is the college’s right to expect the student to be able to account for the time spent between graduation from high school and actual matriculation at the college. The student who defers admission cannot attend another college during the time off without the approval of the college that defers admission.
STANDARDIZED TESTING INFORMATION

SCHOOL CODE: 330630
BROOKLYN TECHNICAL HIGH SCHOOL TEST CENTER CODE:
SAT: 33224    ACT: 233210

PSAT/NMSQT

The PSAT/NMSQT (Preliminary SAT/National Merit Scholarship Qualifying Test) examination measures critical reading skills, math problem-solving skills, and writing skills. This test may be taken by sophomores and juniors; however, only your junior year score will be submitted to the National Merit Scholarship Competition. If your score is exceptionally high, you will become a National Merit Semi-Finalist. Merit Finalists are selected during senior year and may receive college scholarships.

The PSAT/NMSQT is offered only once each year. All juniors are advised to take this exam. Please visit http://www.collegeboard.com/student/testing/psat/about.html to learn more about the PSAT including test taking tips and preparation.

SAT I Reasoning Test

The SAT I Reasoning Test is an examination that takes approximately 4 hours to complete. It is a multiple choice exam with an essay. The SAT I Reasoning Test is designed to measure critical reading, mathematical, and writing skills. In conjunction with a number of other factors, your SAT I Reasoning Test scores are used by colleges in their admissions process.

It is the student’s responsibility to ensure that SAT I Reasoning Test Score Reports are sent to the colleges to which you are applying. The College Board has recently instituted a “Score Choice” option. If students wish, they may choose which SAT I Reasoning Test scores (by testing date, not by individual section scores such as only Critical Reading or only Math) and which SAT II Subject Test scores (by individual Subject Test, not bound to a testing date) that are sent to the colleges.

Please visit http://www.collegeboard.com/student/testing/sat/score_choice.html for a detailed description of SAT “Score Choice”. In general, colleges will consider your highest scores on each individual section of the SAT I Reasoning Test and your highest score on any individual SAT II Subject Test. Please know that colleges’ admissions policies vary regarding SAT Score Choice and that it is the student’s responsibility to make sure he or she adheres to each college’s policy.

Please visit collegeboard.com for answers to questions as well as helpful test prep materials regarding the SAT I Reasoning Test and SAT II Subject Tests.
Keep in mind there are fees for every exam for which you register. Late registration, while possible, will result in additional fees. You also are less likely to be assigned to the test site of your first choice if you register late.

In addition, Fee Waivers for the SAT I Reasoning Test, SAT II Subject Tests, and college application fees are available in limited quantities to students who are eligible for free or reduced lunch. Eligible students may obtain these fee waivers from the Scholarship Office in Room 7E2.

**SAT II Subject Tests**

The SAT II Subject Tests are one hour in length. They are designed to measure your knowledge of a particular subject and your ability to apply that knowledge. Many colleges require or recommend one or more SAT II Subject Test(s) for admission. Some colleges leave the choice of SAT II Subject Tests up to the applicant while others have specific requirements. Be sure to carefully review colleges’ Admissions websites to determine the standardized testing requirements of each college. In addition, if you have a sense of the subject area you wish to pursue in college, be sure to take the exam relating to that subject.

Check [collegeboard.com](http://collegeboard.com) for SAT II Subject Test dates - **plan ahead**! You may not take both the SAT I Reasoning Test and SAT II Subject Tests on the same day. Although you are allowed to take up to three SAT II subject tests on the same day, it is not recommended.

**ACT Plus Writing** (American College Testing Assessment)

The ACT Plus Writing exam, administered by American College Testing, is an alternative form of assessment to the SAT I Reasoning Test. The ACT exam is offered “with Writing” or “without Writing”. If you choose to take the ACT exam, you must choose the ACT exam with the writing component (ACT Plus Writing). One difference between the ACT and the SAT I Reasoning Test is that in addition to assessing a student’s academic performance, the ACT can also provide helpful information to assist a student in career planning. The ACT assessment program consists of four academic tests, a writing assessment, a Student Profile, and an Interest Inventory. Some colleges and programs (e.g., the 7-year Sophie Davis biomedical program at City College) require it. Be sure to check the requirements of the colleges in which you are interested!
ADDITIONAL IMPORTANT TESTING INFORMATION

1. The name you use when registering for every SAT I Reasoning Test or SAT II Subject Test must be exactly the same as the name listed on your college applications and on your Brooklyn Technical High School transcript. If it is not, there is a risk that your records will be misplaced.

2. If you qualify for free or reduced lunch, you can obtain SAT Reasoning Test, SAT Subject Test, and ACT Plus Writing Fee Waivers from the College Office. Using the SAT fee waivers will also make you eligible for College Application Fee Waivers. Please see Mr. Ludwig in the Scholarship Office for more information regarding SAT, ACT, and college application fee waivers.

3. **Sunday Testing** is available only for students who cannot take a test on Saturday because of religious reasons. Please visit: http://www.collegeboard.com/student/testing/sat/reg/circum/sunday.html and/or: http://www.actstudent.org/faq/answers/nonsat.html for information regarding Sunday SAT testing.

4. **Students with a documented disability** may be able to receive testing accommodations. Please visit http://www.collegeboard.com/student/testing/sat/reg/ssd.html and/or http://www.act.org/aap/disab/index.html for more information.

5. **Standby Testing** is a possibility for students who miss the late registration deadline. There is never a guarantee that you will actually be seated for an exam as a standby. Test centers accept standbys on a first-come first-served basis only if they have sufficient space, testing materials, and staff. Avoid standby testing if at all possible! Consult collegeboard.com and/or actstudent.org for more detailed information.

6. Please visit collegeboard.com and actstudent.org websites for a variety of test preparation resources. These websites provide a variety of resources including practice tests and test-taking strategies.

7. **Rushing Scores**: The College Board and act.org provide “score rushing” services for an additional fee. Rushing your score will usually speed up delivery of your scores to colleges by up to a week or a week and a half. Plan ahead and schedule your tests in a timely fashion to avoid having to rush your scores!

8. **Changes in Date, Test Center, or Subject Test** can be arranged by contacting College Board by the Wednesday, two-and-a half weeks prior to the exam. There is a fee for this service. Please visit http://www.collegeboard.com/student/testing/sat/reg/changes.html for more information.

9. When you register to take standardized tests in your senior year, be sure to indicate which colleges you wish to receive your scores. College Board and ACT send your scores to four schools for free; you must pay a fee to send your scores to additional colleges.

10. **Important**: Brooklyn Technical High School does not send your standardized test scores to colleges. It is your responsibility to have the results of your standardized tests sent to the colleges to which you are applying. Official scores must be sent by College Board or the American College Testing Program (ACT). To send test scores to colleges, please visit collegeboard.com and/or actstudent.org (ACT).
FACTORS TO CONSIDER IN SELECTING A COLLEGE

The questions below are designed to help you evaluate many of the factors you should consider when choosing colleges to which you might apply. Your first task is to assign priorities to each of these factors. While it is unlikely that any school will meet all of your needs, assigning priorities to these factors will help you find a number of colleges where you are most likely to be happy.

As you research various colleges and perhaps visit some college campuses, keep notes and/or record your impressions of the school. You are very likely to spend 4 years at a particular college; doing some research and making informed choices only makes sense.

Your Interests:
1. What fields and subjects interest you the most? If you are unsure about your academic interests, it might be best to look for colleges that offer a wide range of programs.
2. Why do you really want to go to college? What do you expect to gain from the experience?
3. Based on your academic history, what do you feel are your strengths?

Location:
1. Do you prefer a school in a large city, a college town close to a city, or a rural setting far from a major city?
2. Do you prefer a school close to home where you will be able to visit home easily for a weekend or Thanksgiving break?
3. Perhaps a school where it will be easy and financially feasible for your family to visit you?

Academics:
1. Does the college offer the program(s) in which you are interested?
2. Is the college known for a particular program?
3. What are the school’s policies regarding course requirements, selecting a major, double majoring, and cross registering at neighboring schools?
4. What are the strengths or weaknesses of the program(s) in which you are interested?
5. What is the student-to-teacher ratio? How many students are there in a typical class?
6. Are most classes taught by full-time professors, or are many taught by graduate students?
7. How accessible are the college’s professors? Do undergraduates have the opportunity to assist professors in their research?
8. Is there a core curriculum? Are there distribution requirements? Are decisions on curriculum left largely up to the student?
9. Will the academic work challenge me? Will it be too demanding and not allow time for extracurricular activities and socializing?
10. What grade average and standardized test scores will I need to be considered a strong applicant?
11. Does the school accept Advanced Placement credit? Is there a minimum score needed?
12. Is there an honors program available at the school? Who is eligible to participate?
13. Does the college offer/encourage study abroad or at another U.S. campus?
14. What percentage of freshmen return for the sophomore year?
15. Do most of the graduates go on to graduate school immediately upon graduation? What is the rate of acceptance at medical, law, or business schools?
16. How many graduates go right into the marketplace? Is there a career services office that assists students with finding summer internships and jobs after graduation? Which firms recruit on campus?
17. Are there opportunities for hands-on work experiences while students are in college? Do any of these pay a salary or stipend?

Size and Student Population:
Smaller schools may be more nurturing and supportive whereas larger schools may offer greater diversity, both academically and socially. Some small colleges belong to consortia that enable them to offer greater resources while maintaining their supportive atmospheres.
1. Is the college small (fewer than 1000 students), medium-size, or large (more than 15,000)? Does enrollment matter to you? Does the college have graduate students?
2. Is the college ethnically/racially/culturally diverse?
3. Does the college attract students from all over the United States and the world or are the majority of students from the immediate region?
4. What are the students like? Will I fit in? Will I be able to make friends?
5. What kinds of student organizations are active on campus (political groups, college newspaper, student government, volunteer/mentoring groups, etc.)?
6. What is the male/female ratio?
7. What kind of religious life exists on campus?
8. Can the school meet my special needs (dietary/religious/ medical)?
9. Do students primarily live on campus, off-campus, or do most students commute from home?
10. What is social life on campus like? How important are fraternities and sororities? Varsity sports?

Financial Factors:
1. How much will it cost to attend this school (including tuition, fees, room and board, books, travel to and from campus, and spending money)?
2. Will I qualify for financial aid? Is the amount of financial aid offered negotiable? Does the college offer academic merit scholarships (as opposed to colleges that offer scholarships solely based on the family’s “Financial Need”)?
3. Will I go on to graduate school? Will this affect how much I can spend on my undergraduate education?

Facilities:
1. How are the college’s libraries and computer facilities?
2. Does the college/university provide technology?
3. Are there adequate sports and recreational facilities (e.g., a swimming pool, athletic fields for non-varsity players, music practice rooms)?
4. Is a wide variety of intercollegiate and intramural sports programs available? What facilities and programs are available for women?

Living Conditions/ Safety:
1. Is campus housing readily available? Is on-campus housing guaranteed for all four years?
2. Are the dorms coed? Are the bathrooms? Are single sex dorms available?
3. Are alternative housing arrangements available?
4. How safe is the campus? How does the college ensure safety on campus?
5. How accessible is the college to public transportation?
WHERE TO GET INFORMATION ABOUT COLLEGES

There are many ways to learn about the hundreds of excellent colleges in the U.S. and abroad. Take advantage of the resources available at BTHS, and research and try to visit those college campuses in which you are most interested.

1. Consult colleges’ websites, especially their Office of Admissions pages. They contain a tremendous amount of information.
2. Various College Guides are available in the school library. Consult these guides in order to help you identify which colleges might offer the programs, majors, location, resources, etc. in which you are interested.
3. College Office Newsletter is available for second semester juniors and all seniors. These bulletins will be emailed to you through Naviance. In addition they are posted on the BTHS website and copies are available in the College Office. Read the newsletters carefully. They are a major source of current information about college admissions, financial aid, and scholarships.
4. Your College Counselors are available in the College Office Room 7S5. We have drop-in question and answer periods throughout the day. In addition, the College Counselors meet with the juniors throughout the spring term, and during the fall term of your senior year. The College Office works to assist you through the college process in general and to help identify specific colleges that might be a good match for you.
5. The Parents’ Association Meetings often host the College Office staff to discuss the college process. Encourage your parents to join the College Office staff at these meetings.
6. College Admissions Representatives visit Brooklyn Technical High School to meet with students for our annual College Fair, during the month of May. Admissions Representatives from well over 100 colleges will be in attendance. Make sure to attend the College Fair!
7. Throughout your senior year fall term, College Admissions Representatives will be visiting Brooklyn Technical High School during the school day to conduct information sessions and to answer your questions. These visits are open to seniors only. Make sure to review the monthly College Bulletin (online at www.bths.edu by clicking on “college office” and going to the Naviance account). Also check out the bulletin boards outside of the College Office for the dates and times of specific college visits. If you wish to attend a college’s information session you must register on Naviance and you will receive a registration form that must be presented before entering the session.
8. “Open Houses” are held by many colleges. You and your parents are invited to the college or to a location in New York City to meet with faculty and admissions personnel. An Open House gives you an opportunity to learn first-hand about a college’s programs of study and its financial aid. You can find information on College “Open Houses” in the College Newsletter, and invitations to open houses that are received by the College Office are posted on Naviance. Also check the Admissions Office websites of colleges you are interested in for additional information and specific dates.

9. Visit campuses of colleges to which you might apply whenever possible. These visits will give you an opportunity to speak with students and faculty, to attend classes, and to arrange for an interview. See the dormitories; eat in the cafeteria; go to the library. Would you like this campus to be your home for four years?

10. A National College Fair is held in Manhattan every fall and spring. Hundreds of colleges are represented. Parents and students are invited to attend, free of charge. This is another opportunity to obtain information directly from college admissions personnel. For more information visit nacac.org.

11. The Occupational Outlook Handbook, an excellent source of information about careers and the educational preparation needed for these careers, can be found in the school Library, College Office, and Guidance Office.

12. Visit campuses of colleges to which you might apply whenever possible. These visits will give you an opportunity to speak with students and faculty, to attend classes, and to arrange for an interview. See the dormitories; eat in the cafeteria; go to the library. Would you like this campus to be your home for four years?

We suggest that you call the colleges’ Admissions Office prior to your visit to request an appointment for an interview and to confirm that the college will be providing information sessions and tours on the day of your visit. If you wish to spend the night at a specific college, its Admissions Office will let you know if this is possible.

See the “Useful Resources” and “Helpful Websites” sections at the end of this handbook for excellent resources regarding the college process.
WHAT COLLEGES LOOK FOR IN APPLICANTS

Transcript
Your cumulative average and the degree to which you have challenged yourself in high school are typically the two most important factors colleges consider when evaluating candidates for admission. “Did the student take advantage of challenging courses offered at his or her high school?” is one of the first questions an admissions committee considers when evaluating a candidate. Colleges are interested in both the courses you have taken and the grades you have received. They will take into account the difficulty of your academic program as well as how successful you have been in your courses. They also look at trends in your grades; a transcript that reflects steady growth is definitely a plus! If something during your high school career has caused you to be less successful than you might have been otherwise, (you may want to speak to your Guidance Counselor, who can mention “extenuating circumstances” in his or her SSR letter of recommendation.)

Transcripts are issued by the Guidance Office each year. It is your responsibility to carefully read your transcript to ensure that it is correct. If there are any errors on your transcript, you must submit a correction form to the Office of the Assistant Principal for Guidance (Room 7S2) with any necessary supporting evidence by a specified deadline. Only verifiable corrections will be made to your transcript.

Standardized Tests
Your scores on standardized exams such as the SAT I Reasoning Test, SAT II Subject Tests, and the ACT Plus Writing are important not just for admissions but also for being awarded merit scholarships at some colleges. Plan your test taking schedule carefully. You cannot take the SAT I Reasoning Test and SAT II Subject Tests on the same day; we strongly recommend that you do not take more than two SAT II Subject Tests on the same day.

Essay
Your essay(s) is a very important part of your college application. The essay affords you an opportunity to express your individuality; it will help to differentiate you from other candidates with similar averages and test scores. You may write about your special interests, talents, and influential experiences and people. If your only extracurricular activity is a job, you might write about how your job has been meaningful to you and/or your family. The general rule is “The essay should be something only you could write” — it should be as
specific as possible, avoid generalities, and be in your voice. It might be helpful to look at one of the many guides available regarding writing the successful college essay. Remember that college admissions officers have also read these guides. It goes without saying that you should only submit original work!

Work on your essays carefully. Allow yourself enough time to write the essay and to revise it.

Never submit your first draft; put it aside and read it again on another day. Ask friends, parents, or a teacher to read what you’ve written. On the other hand, don’t worry about “polishing” your essay too much—it may lose spontaneity and authenticity.

Your essays should address the question(s) posed in each college application; don’t attempt to write one or two extremely general essays and then use them for all of your college applications. Pay attention to the length of your essay; college admissions officers read hundreds, in some cases thousands, of essays and do not want to receive a five-page essay if a one-page essay is requested.

**Recommendations**

Most colleges require two teacher recommendations. Other significant adults who have supervised you in activities such as research, community service, employment, the arts, athletics, etc. may also write letters in support of your application. These supplementary letters of recommendation should specifically address your exceptional achievements in that specific field.

**Senior Grades**

Your senior year grades are looked at very closely by the colleges, as is your senior year academic program! A challenging program (including A. P. courses) is necessary for the most selective colleges. If you are an ED/EA applicant, the college(s) you apply to may request your 1st and/or 2nd marking period grades in their evaluation of your candidacy. If you are a Regular Decision applicant, colleges may request your second term senior year 1st and/or 2nd marking period grades to aid in their evaluation of your candidacy. In addition, colleges often review the courses you are taking 2nd term senior year to make sure that you are continuing to meet their standards of academic rigor.

***Please Know: Colleges have withdrawn acceptances after receiving senior year grades.***
Shown Interest

Generally speaking, colleges want to see that students have shown an interest in them, particularly small to medium sized colleges. The more interest a student shows in a specific college(s) could help a student’s chances for admission. This means visiting the campus, going on a tour and attending an information session at the college’s Admissions Office, meeting with Admissions Representatives during their visits to BTHS, attending open houses (information sessions) that the colleges often hold in New York City, registering on the colleges’ websites as a Prospective Applicant/joining the colleges’ mailing lists, and seeking out the opportunity to interview with an Admissions Officer and/or an alumnus(a) of the college. On the other hand, very large colleges tend to be interested mostly in data such as grades and test scores when reviewing candidates for admission.

Points to Remember:

1. The appearance of your college application is important! The application is often a school’s only opportunity to find out about you.
2. Make photocopies of any materials that you mail to the colleges; documents can be misplaced.
3. Most colleges are now requiring students to apply online. Many use the Common Application (commonapp.org). Make sure your online application is thorough and detailed.
4. Only click submit when you are absolutely certain that the information on your application is accurate, complete and you are comfortable with an admission officer reading it. Once you click SUBMIT it will be submitted....
The Application

The application requests personal background information. Most colleges also require a personal essay which is used in making admissions decisions. It is imperative that your material reach the college by the due date. Some colleges will require an application fee before making the remaining parts of the application available to the student.

Visit the Admissions websites of the colleges to which you are applying to determine exactly what each college requires of its applicants. Read this information meticulously. It is crucial to follow all of the various colleges’ application instructions.

Transcript

Each college will carefully review your high school transcript. Colleges consistently report that a student’s grades and the degree to which he or she has challenged himself or herself academically by taking accelerated and AP courses are the two most important factors in evaluating applicants.

The Secondary School Report (SSR)

The SSR Guidance Counselor Letter of Recommendation is written on your behalf and sent to all colleges to which you apply. In this letter, your Guidance Counselor communicates to the colleges your personal attributes (as assessed by teachers, coaches, mentors, etc.) as well as your academic and extracurricular interests and accomplishments.

The College Office in conjunction with your Guidance Counselor will automatically send out your SSR and Transcript to the colleges to which you are applying once the college office receives your transcript request forms and you have completed listing the colleges you are applying to on Naviance and on your common application. Remember, you inform the College Office of your final college selections by logging in to your “Naviance” account from the BTHS homepage. Select “Colleges I am Applying to”. It is imperative that you enter your selections accurately and by the specified due dates listed under the heading “Colleges I am Applying to”. In order for your SSR and Transcript to be completed and submitted to the colleges to which you are applying by the colleges’ application due dates (often January 1st for Regular Decision), the deadlines for informing the College Office of your final college selections are several weeks before the colleges’ application due dates.

Teacher Recommendations

Most colleges request that 2 teacher recommendations be sent directly to them by your subject area teachers (most often, teachers of English, social studies, math, science, and foreign language). These recommendations are in addition to the Secondary School Report Guidance Counselor letter of recommendation. It is your responsibility to ask 2 teachers if they would be willing to write college letters of recommendation in support of your college applications. Inform your teachers of your various college application deadlines well before the actual deadline dates. Approach teachers with this request by
late May/early June of your junior year. Some colleges will request that you submit one recommendation from a “humanities” teacher and one from a math/science teacher. Even if a college does not specify which teachers are to write your letters of recommendation, it is advisable to seek out recommendations from teachers in 2 different subject areas (not 2 math recs. or 2 social studies recs.).

Your teachers will be flooded with requests for letters of recommendation. A single teacher cannot write an unlimited number of recommendations and may have to decline your request. Please approach another teacher(s) if this is the case. Make sure your teachers know the deadlines for the recommendations. Remember, your teachers give a great deal of their own time to these letters. Please write brief Thank You notes to the teachers who have written letters of recommendation on your behalf. During May of your senior year, once you have made a final decision regarding which college you will be attending, remember the people who have written on your behalf and let them know what college you will be attending.

Recommendations from a Person Other Than a Teacher

Colleges will often accept a supplementary recommendation from a mentor, a person for whom you have done volunteer work, a community organization that you have worked with, a professor with whom you have done research, or other such individuals. These may be submitted in addition to teacher recommendations. If you choose to submit a supplementary letter of recommendation, provide your recommender with a stamped, addressed envelope for every college to which the recommendation is being sent.

Mid-Year Report

All colleges require a report of your 1st term senior year grades, even if they have already offered you admission through Early Action or Early Decision. As soon as they are available, the College Office will automatically send out your 1st term senior year (midyear) grades to the colleges you are applying to if they are properly listed on your Naviance account.

*Remember, when filling out any application, be sure to read and follow directions extremely carefully. To avoid making errors on your college applications, if possible print out a copy of the actual application and do all of your initial work on the practice copy. Make sure to double check spelling and grammar. Submit your application once you are sure that you have carefully proofread for errors.

*Deadlines are critical! Each college will inform you of its application deadline in its application instructions and/or on the “Admissions” section of the college’s website. Be sure to adhere to the deadlines set by Tech’s College Office as well as the deadlines established by the colleges to which you are applying. Again, the College Office deadlines are several weeks before the colleges’ deadlines to ensure that your Transcript, SSR Guidance Counselor Recommendation, and your 1st term senior year schedule reach the colleges on time.

NAVIANCE SYSTEM WILL BE SHUT DOWN ONCE DEADLINE DATES HAVE PASSED AND YOU MAY NO LONGER SUBMIT APPLICATIONS...
THE COLLEGE INTERVIEW

As part of the application process, many colleges offer you the opportunity to have an interview with either an admissions officer or one of its alumni. The College Office encourages you to seek out interviews in order to enhance your candidacy. Once you are given the date, time, and place of the interview, the interviewer’s name and title, and the interviewer’s telephone number, make sure you know how to get to the location of the interview and how long the trip will take.

First impressions are important, so remember to dress appropriately for your interview. You should arrive to the interview ten to fifteen minutes early. Before each interview, spend some time thinking about why you are interested in the specific college. Research special programs! Review the college’s website and any other materials the college has sent you. Know what the college’s mission or philosophy is. During your interview, show an interest in the college and its academic and extra-curricular programs.

Although there is no way to know exactly what you will be asked in an interview, you should be prepared to discuss such topics as

- Why do I want to go to this particular college?
- What could I contribute to the college community?
- What are my goals?
- What am I interested in (academics as well as interests outside of the classroom)?
- What do I expect to gain from my college experience?
- What are my/do I have career plans?
- What did I do last summer and what did it mean to me?
- What are your favorite books?
- What was the last book you read for pleasure?

When you meet the interviewer, shake hands. Try to maintain eye contact and not to answer questions with one word or yes/no answers. Do not be afraid to say that you are undecided about your major or future plans. Show the interviewer that you are a mature, confident, intelligent, and independent young adult. Finally, be polite. Thank the interviewer as you leave. You should send a Thank You note to the interviewer and express your appreciation (make sure you know his/her full name and title). Please see the sample “Thank You” letter that follows; it provides a general sense of what you might include in a thank you note. We know from past experience that your conduct in the interview can have a positive or negative effect on your candidacy.
EXAMPLE OF A SAMPLE COLLEGE INTERVIEW
“THANK YOU” LETTER OR EMAIL

Dear (Name of person who interviewed you):

I am very appreciative of the opportunity I had to be interviewed by you on (date of interview). I found our visit worthwhile in many ways. (Cite some specific examples.)

I found our discussion about (mention a specific point discussed during the interview which will exhibit to the interviewer that you were engaged and attentive during the interview) and the advice you gave me (be specific here too, if possible) very valuable.

Thank you for your time spent on my behalf.

Sincerely,

SIGNATURE
(Your name typed)

Some additional points to consider:

• Do not be afraid to mention in your thank you note something you forgot to mention during the interview.
• The thank-you note should be brief. Remember that you will have an opportunity to write about yourself and your reasons for considering the college on the application.
• Send the thank you note shortly following the interview (within a few days).
APPLYING TO COLLEGE

The College Office recommends that students apply to a maximum of no more than 8 - 12 colleges.

It is recommended that a student apply to a mix of schools that he or she is excited about and interested in but which might be very difficult to gain admission to, and to schools that the student has a strong chance of gaining admission.

If your colleges use the Common Application you must apply through the common application. Many colleges will also require supplements to the Common Application that applicants must complete. For more information regarding the Common Application please visit commonapp.org.

IMPORTANT DEADLINES

Information regarding which school you are applying to must be entered into your Naviance account and Transcript Request Forms must be submitted to the College Office by the following deadlines in order to properly process your requests on time:

- **Early Action/Early Decision & College with Deadlines Earlier than December 1st (Including Macaulay Honors):** Friday, October 5th
- **CUNY/SUNY Applications:** Thursday, November 7th
- **Deadlines of December 15th or later:** Thursday, November 7th

**PLEASE BE AWARE:** After the above deadline dates have passed, the Naviance System will be TURNED OFF and students will no longer be able to add colleges on to the system.
COLLEGE OFFICE INSTRUCTION FOR COMPLETING THE COLLEGE APPLICATION PROCESS

In addition to completing the actual application for the college(s) of your choice through COMMONAPP or directly through the college’s website, ALL students must also provide the College Office with information on each school in which you have applied (deadlines listed above), in order to have your Transcript, Secondary School Report and Counselor Letter of Recommendation sent to those schools to complete your application.

Steps to Follow:

1. Create a common application account @commonapp.org
2. List all common application colleges you are applying to under “MY COLLEGES” (Do not need to complete the common application but you DO NEED to list the colleges you will be applying to)
3. Log in to your Naviance account from the BTHS homepage.
4. Select the “COLLEGES” tab and click on “COLLEGES I’M APPLYING TO”
5. Answer: “Yes, I DO waive my right to access, and I understand I will never see this recommendation”.
6. Check “I authorize all secondary schools I’ve attended to release all requested records and authorize review of my application for the admission process indicated on my Common Application recommendation forms.” (If this is not checked colleges will not receive any academic information and counselor recommendation.)
7. Enter your Common Application Username and Password. NOTE: Your Username and Password from Common Application must be entered on the Naviance account when prompted. If your USER NAME and PASSWORD are incorrectly entered onto the Naviance Account your academic records will NOT be sent to the colleges you will be applying to.
8. Under “COLLEGES I’M APPLYING TO”, click on “ADD COLLEGES TO THIS LIST.” Add ONLY colleges that you will DEFINITELY apply to.
9. Select the name of the schools to which you are applying and indicate the type of applications they are (Early Decision, Early Action, Regular Decision):
   - **Early Decision**- Must be listed in Naviance by Friday, October 5, 2012
   - **Early Action**- Must be listed in Naviance by Friday, October 5, 2012
   - **Colleges with Deadlines on or before December 1st**- Must be listed on Naviance by Friday, October 5, 2012
   - **Regular Decision**- (This includes applications with a deadline date of December 15th or later) Must be listed in Naviance by Thurs., November 7th.
10. **COMPLETE A TRANSCRIPT REQUEST FORM:** For each school you are applying to, you must also complete the appropriate Transcript Request Form and submit a paper copy of this form to the College Office. Forms can be obtained in the College Office (Room 7S5), online at the Naviance site or on the BTHS website, under College Office “Forms”.

11. For students applying **Early Decision/Early Action:**
   - You must also complete the “Parent/Guardian Consent Form for EA/ED” which needs to be signed and submitted to the College Office by Thursday, October 4th. This form is MANDATORY for EA/ED.
   - The CSS (College Scholarship Service) Profile will be due for colleges that require it (The CSS Profile is a financial aid form that is required for most private colleges).

**PLEASE BE AWARE:** After the above deadline dates have passed, the Naviance System will be TURNED OFF and students will no longer be able to add colleges on to the system.

**INSTRUCTIONS FOR APPLYING TO CUNY/SUNY SCHOOLS**

*Deadline for informing the College Office of the CUNY*/SUNY schools that you are applying to is Thursday, November 7, 2012.*

*For Macaulay Honors you MUST inform the College Office by Friday, Oct 5, 2012*

**Applying to CUNY (City University of New York):**

1. General CUNY applications must be submitted online at [www.cuny.edu](http://www.cuny.edu). CUNY information booklets are available in the College Office.
2. CUNY Colleges MUST BE LISTED IN PRIORITY ORDER
3. **CUNY Macaulay Honors College (MHC) - APPLY to CUNY (MHC) online.** If you are applying to CUNY MHC, do not complete a General CUNY application; your CUNY MHC application will automatically make you eligible for General CUNY Admission.
4. Inform the College Office of which CUNY schools you are applying to, by logging into your “Naviance” account from the BTHS homepage and adding these schools to the “Colleges I am applying to” section. *(Follow instruction on Page 35)*
5. Students are responsible for submitting standardized test scores as well as application payment to CUNY.
CUNY and the CUNY Macaulay Honors College (City University of New York)

Students may apply to CUNY’s Macaulay Honors Program (offered at seven different CUNY colleges) or to General CUNY colleges. Students cannot apply to both the CUNY Macaulay Honors Program and to general CUNY colleges. The CUNY Macaulay Honors application must be completed online, and you are able to apply to six of the seven Macaulay Honors College Program participants, Macaulay Honors at: Baruch College, Brooklyn College, City College, College of Staten Island, Hunter College, Lehman College, and Queens College. Please know that when applying to one of the CUNY Macaulay Honors colleges, you will first be considered for admission to that General CUNY College and then will be considered for that specific college’s Macaulay Honors program. For example, a student applying to Macaulay Honors at Baruch College will first be reviewed as a General CUNY Baruch applicant. If accepted to Baruch College, the student will then be evaluated for the Macaulay Honors Program at Baruch College. Admission to the various CUNY Macaulay Honors colleges is becoming more and more competitive.

Regarding the General CUNY colleges, you may apply to up to six individual CUNY colleges on one CUNY Application. YOU MUST LIST SCHOOLS IN PRIORITY ORDER.

For students interested in pursuing medicine, CUNY offers a B.A.-M.D. Program at Brooklyn College. Please visit http://depthome.brooklyn.cuny.edu/bamd/bamdmain.html to learn about Brooklyn College’s B.A.-M.D. program. In addition, CUNY offers the seven year B.S.-M.D. Sophie Davis Biomedical Program at the City College of New York. Be aware that the Sophie Davis program requires its applicants to take the ACT Plus writing exam. Please visit http://www1.ccny.cuny.edu/prospective/med/ for additional information regarding City College’s Sophie Davis Biomedical Program.

Applying to SUNY (State University of New York):
1. MUST apply to SUNY online through the common applications. Visit commonapp.org for more information. Make sure to complete each SUNY college’s supplemental application.
2. Inform the College Office of which SUNY schools you are applying to, by logging into your “Naviance” account from the BTHS homepage and adding these schools to the “Colleges I am applying to” section.
3. COMPLETE A TRANSCRIPT REQUEST FORM: You submit a completed “CUNY AND SUNY Transcript Request Form,” which can be obtained on the BTHS website, under College Office “Forms”.
4. You must list each SUNY school you are applying on Naviance in the “Colleges I am applying to” section. Students are responsible for submitting standardized test scores as well as application payment to SUNY.
5. Your SUNY Teacher/Counselor Recommendation Letter: SUNY schools require only ONE letter of recommendation. Please indicate on the “SUNY Transcript Request Form” if you will be receiving this letter from a Subject Teacher or your Guidance Counselor. If your Subject Teacher is mailing a letter of recommendation for you, please provide him or her with stamped, addressed envelopes for each SUNY college, with the return address:

Brooklyn Technical High School
29 Fort Greene Place
Brooklyn, NY 11217
**INFORMATION ON PRIVATE COLLEGES AND OUT-OF-STATE PUBLIC COLLEGES**

*Deadline for informing the College Office of the Private Colleges and Out-of-State Public Colleges that you are applying to is Thursday, November 7, 2012.*

*(See instructions on Page 35-36)*

All colleges have their own application forms and processes. It is your responsibility to thoroughly read your college applications and to make sure that you are providing each college with everything it requires. In most cases, you will be able to access a college’s application at commonapp.org. If not, you will find the college’s application on its Admissions webpage. Please visit commonapp.org for more information on the Common Application.

1. The applications for these colleges can consist of several parts such as:
   a. Personal Information
   b. Essays
   c. Institutional Financial Aid Form
   d. Teacher Recommendations
   e. Secondary School Report Form
2. You must adhere to the various colleges’ deadlines.
3. It is your responsibility to send your personal information, essays, SAT/ACT test scores and completed institutional financial aid form, and any application fees directly to the colleges to which you are applying. You must also complete the “Transcript Request Form,” which can be obtained on the BTHS website, under College Office “Forms”.
4. Make sure you have adhered to each college’s guidelines regarding Teacher Recommendations. If your Subject Teacher is mailing letters of recommendation for you, please provide him or her with stamped, addressed envelopes for each college, with the return address:
   **Brooklyn Technical High School**
   **29 Fort Greene Place**
   **Brooklyn, NY 11217**
   It is imperative that you accurately enter all Private Colleges and Out-of-State Public Colleges to which you are applying on Naviance. After submitting your Private Colleges and Out-of-State Public Colleges choices on Naviance and submitting the appropriate Transcript Request Form, the College Office will automatically send each of those schools, your Transcript, Secondary School Report including your 1st term schedule and your Guidance Counselor Letter of Recommendation.
5. **Mid-Year Report: Your Mid-Year grades** (1st term senior year grades) are sent automatically to the colleges to which you’ve applied to electronically via Naviance. If a college that you have applied to does not accept electronic documents via Naviance, please complete the “**Request for Mid-Year Report**” and submit it to the College Office by Friday, January 28, 2011.

**EARLY DECISION (ED) / EARLY ACTION (EA)**

*Deadline for informing the College Office of Early Decision/Early Action Colleges that you are applying to is Friday, October 5th, 2012.*

1. Log in to your Naviance Account and complete “College Office Instructions for Completing the College Application Process” on pages 35-36.
2. Complete the “Early Deadline Request Form” and submit to the College Office by October 6th.
3. Complete the “Parent/Guardian Consent Form for EA/ED” and submit to the College Office by October 6th.
4. If your ED/EA college(s) require that your College Counselor sign a form regarding the terms of the ED or EA application, please bring the form to the College Office. In most cases, your parent and you must sign the form first and then your College Counselor is the last required signature.
5. At least 4 weeks prior to the ED/EA deadline, inform the teachers who are writing your letters of recommendation that you are applying ED/EA – let them know your college’s specific ED/EA deadline (often November 1 or November 15).
6. If you have applied EA and/or ED, you will receive a response from the college(s) in mid-December. Once you have heard from your ED/EA college(s), please inform the College Office immediately regarding whether you were accepted, not accepted, or deferred to regular decision.
Colleges in the United Kingdom and other International Colleges

The college process is becoming more and more an international process. Great numbers of students from abroad are coming to the U.S. for college, and an increasing number of American students are choosing to attend college outside of the U.S. Many Brooklyn Tech students have applied to colleges in the U.K. If you are interested in this option, please visit the UCAS website at http://www.ucas.com/students/nonukstudents/. UCAS is similar to our Common Application and is used by many colleges in the U.K. Please know that the college process regarding universities outside of the U.S. can be very different than the “typical” American college process. Some deadlines can be as early as September of your senior year; it is your responsibility to meet these colleges’ requirements.

Remember:

Each student is responsible for having College Board (and/or ACT) send his or her SAT I Reasoning Test and SAT II Subject Test scores to all of the colleges to which he or she is applying. To avoid paying College Board multiple times for sending colleges your test scores, we recommend that you send scores to the colleges that you are applying to after you have completed all testing. Please remember that it will take several weeks for your scores to reach the colleges. **Brooklyn Technical High School does not send standardized test scores to colleges.** Please see collegeboard.com or act.org for more information regarding sending your test scores to colleges.
COLLEGE EXPENSES/FINANCIAL AID

Financial Aid is help for meeting the costs of your college education. How much financial aid you are offered may be a large factor in determining which college you attend. This section will give you an overview of what Financial Aid means and how you apply for it, but please remember, this is only a brief outline. Refer to sources at the end of this handbook and come to the College Office for additional help.

The required applications are lengthy and detailed and could take hours to complete. It is important that your family’s tax forms and monetary records are up to date. If you are applying for financial aid, you and your parents should try to complete your taxes as early as possible (early February of your senior year). There are numerous, crucial financial aid deadlines set by the colleges. It is imperative to carefully read the financial aid requirements of all the colleges to which you are applying. Generally speaking, the earlier you and your family complete all required financial aid forms, the more aid a student can expect to receive. Financial aid forms have to be filled out every year you attend college.

Often, the financial aid offered by colleges is based on a family’s “financial need” rather than the student’s academic merit. “Financial Need” is defined as the difference between what it costs to attend a particular college (tuition, room, board...) and what you and your family are expected to pay towards your college education. Your yearly Expected Family Contribution (EFC) is determined by completing the FAFSA form (visit fafsa.ed.gov), in many cases the CSS Profile form (visit collegeboard.com for more information regarding the CSS Profile), and in some cases the specific college’s own financial aid form(s). In determining a family’s Expected Family Contribution (EFC), colleges consider a number of factors including: income, assets, the number of people in the family, and in many cases the value of the family’s home (if the family owns a home).

When you begin your college search, you should not rule out any school because of cost. Many colleges offer individual students a tremendous amount of financial aid. However, your final list of college choices should include financial (as well as academic) “safety” schools.

Some types of financial aid are given to the student in the form of grants or scholarships (money that does not need to be repaid by the student/family). Other financial aid comes in the form of loans that need to be repaid and/or work study that the student needs to earn through a campus job.

Once the Financial Aid Offices at each college to which you have been accepted have reviewed your family’s financial information, each will send you a financial aid award letter. The award letter will indicate the types of financial aid you will be receiving and the amounts of each type of aid. Please know that different colleges might offer very different amounts of financial aid. If for any reason you feel that your aid award is insufficient, or if your family’s income has recently decreased for some reason, please contact the individual colleges’ Financial Aid Offices.
**SOURCES OF FINANCIAL AID**

*Grants and Scholarships:* Money that you do not repay.

<table>
<thead>
<tr>
<th>SOURCE OF AID</th>
<th>MONETARY VALUE</th>
<th>HOW TO APPLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. College scholarships</td>
<td>Varies, based on financial need. Some awards are based on academic merit.</td>
<td>Complete the FAFSA and, in some cases, the CSS Profile and/or the college’s own financial aid application.</td>
</tr>
<tr>
<td>2. Federal Pell Grant</td>
<td>Amount varies, based on financial need.</td>
<td>Complete the FAFSA.</td>
</tr>
<tr>
<td>3. Federal Supplemental Educational Opportunity Grant (FSEOG)</td>
<td>Amount varies, based on financial need.</td>
<td>Complete the FAFSA.</td>
</tr>
<tr>
<td>4. Tuition Assistance Program (TAP)</td>
<td>Amount varies, based on financial need. NOTE: The TAP award can only be used at colleges in NY State.</td>
<td>Complete the FAFSA and TAP application. Visit <a href="http://www.tapweb.org">www.tapweb.org</a> for more information.</td>
</tr>
<tr>
<td>6. Higher Education Opportunity Program (HEOP)</td>
<td>The amount varies and is based on academic as well as economic criteria.</td>
<td>The HEOP program is available only at private colleges in New York State. Please check with individual colleges to determine if you qualify for HEOP.</td>
</tr>
<tr>
<td>7. Educational Opportunity Program (EOP)</td>
<td>The amount varies and is based on academic as well as economic criteria.</td>
<td>This scholarship is available only to students attending a SUNY college.</td>
</tr>
<tr>
<td>8. ROTC Scholarships (Army, Navy, Air Force, Marine Corps)</td>
<td>Pays for tuition, books, fees, and other expenses.</td>
<td>Please visit <a href="http://www.rotc.com">www.rotc.com</a></td>
</tr>
<tr>
<td>9. Various private scholarships (e.g., Posse, New York Times). Colleges may deduct all or part of these from item 1 above.</td>
<td>The amount varies and may be based on various different factors.</td>
<td>Apply directly to community agencies, corporations, unions, foundations, religious organizations, clubs, civic, and cultural groups. Check the College Office’s online Bulletin frequently. See websites at end of handbook.</td>
</tr>
</tbody>
</table>
## Loans: Money that you must repay.

<table>
<thead>
<tr>
<th>KIND OF LOAN</th>
<th>DESCRIPTION</th>
<th>HOW TO APPLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Federal Perkins Loan (for students)</td>
<td>Students borrow money to help pay for college. Please visit studentaid.ed.gov for more information. Click on the link “Federal Student Aid Programs”.</td>
<td>Complete the FAFSA. Your college’s Financial Aid Office can help you through the Perkins Loan application process.</td>
</tr>
<tr>
<td>2. Federal Stafford Loan (for students)</td>
<td>Students borrow money to help pay for college. Please visit studentaid.ed.gov for more information. Click on the link “Federal Student Aid Programs”.</td>
<td>Complete the FAFSA. Your college’s Financial Aid Office can help you through the Stafford Loan application process.</td>
</tr>
<tr>
<td>3. Parent Loans for Undergraduate Students (PLUS)</td>
<td>Parents borrow money to help pay for college. Please visit studentaid.ed.gov for more information. Click on the link “Federal Student Aid Programs”.</td>
<td>Complete the FAFSA. Your college’s Financial Aid Office can help you through the PLUS Loan application process.</td>
</tr>
<tr>
<td>4. Private Student Loans, sometimes called Supplemental Loans or Alternative Loans.</td>
<td>With the soaring costs of a four year college education, some students might choose to seek loans in addition to the loans discussed above.</td>
<td>Be a smart consumer; look for loans with the lowest interest rates and best repayment options! Seek out help from your college’s Financial Aid Office but also from experienced, trusted financial advisors known to you and/or your family.</td>
</tr>
</tbody>
</table>
RANKING THE SELECTIVITY OF COLLEGES

It is impossible to predict with certainty whether or not a student will be admitted to a particular college. The following ranking is only a rough guide, based on the acceptances of previous Brooklyn Tech’s Senior classes. It does not include factors such as SAT II Subject Test scores (if needed), letters of recommendation, extra-curricular activities, interviews, special talents, or other situations that influence admission. For example, some colleges may take into account if an applicant is a “legacy” (having a parent who attended that particular college), has the ability to participate in varsity athletics, or would increase diversity on campus.

College statistics vary from year to year. To view the college admissions statistics of previous Brooklyn Tech’s graduating classes, log on to your “Naviance” account from the BTHS homepage and click “College” under the heading “acceptance history”.

The Most Selective Colleges:

The schools in this category prefer students with averages above 95 and SAT’s in the 700’s in addition to a very strong academic program (A. P. and other challenging courses), varied extracurricular activities, and strong recommendations.

For all schools listed below, even candidates with averages above 95 combined with high SAT scores are not guaranteed admission.

- Amherst
- Brown
- Cal Tech
- Columbia
- Columbia Engineering
- Cornell** (7 colleges)
- Dartmouth
- Deep Springs
- Duke
- Georgetown
- Harvard
- M.I.T.
- London School of Economics
- Northwestern
- Princeton
- Stanford
- Swarthmore
- U.C. Berkeley
- U Penn
- Williams
- Yale
- All BA/MD programs
Very Selective Colleges:
Schools in this category prefer students with averages above 92 and SAT scores in the upper 600’s and higher, combined with a very strong academic program and strong extracurricular activities and recommendations.

- Barnard *
- Boston College
- Brandeis
- Bowdoin *
- Carleton *
- Claremont-McKenna
- Colgate
- College of William & Mary
- The Cooper Union *
- Emory *
- Harvey Mudd
- Haverford *
- Johns Hopkins *
- Middlebury *
- N.Y.U **
- Pomona *
- Rice *
- Tufts *
- U. Chicago *
- U. of North Carolina *
- U. of Notre Dame
- U. of Virginia *
- Vassar *
- Wake Forest
- Wash U in St. Louis *
- Wellesley *
- Wesleyan *

*Increasingly selective; **Individual colleges/programs have different admissions standards

Highly Selective Colleges:
Schools in this category prefer students with averages above 90 and very strong Standardized Test Scores. Recommendations and extracurricular activities are very helpful. In some cases, students with averages below 90 have been accepted while students with averages above 90 have not been accepted.

- Babson
- Bates
- Boston University **
- Bryn Mawr
- Bucknell
- Carnegie Mellon **
- Case-Western Reserve
- Colby
- Connecticut College
- Davidson
- George Washington
- Hamilton
- Kenyon
- Lawrence
- Lehigh
- McGill (Canada)
- Oberlin
- Occidental
- Pepperdine
- Pitzer
- Queens College (Canada)
- Reed
- R.P.I.
- Sarah Lawrence
- Scripps
- Skidmore
- St. Andrew’s (Scotland)
- St. John’s University-(Pharm Program)
- US Naval Academy
- St. Mary’s College
- St. Olaf
Brooklyn Technical High School College Handbook

- U. S. Air Force Academy
- U. S. Coast Guard Academy
- U. S. Military Academy
- U. S. Naval Academy
- Union (non BA/MD)
- U Brit Columbia
- U Michigan
- U of Rochester
- U South. Ca.
- Vanderbilt
- Wash. & Lee U.

Selective Colleges:
Colleges that often accept students with averages of 87 – 90, strong standardized test scores, and strong recommendations and extra-curricular activities.

- Bard
- Clarkson
- College of the Atlantic
- College of the Holy Cross
- College of New Jersey
- Colorado College
- Denison
- Dickinson
- Drew
- Earlham
- Eckerd
- Fordham
- Franklin & Marshall
- Furman
- Gettysburg
- Goucher
- Grinnell
- Hampshire
- Illinois Inst of Technology
- Indiana University
- Ithaca
- Kalamazoo
- Lafayette
- Loyola U (New Orleans)
- Lynchberg College
- Macalester
- Manhattanville
- Marist
- Michigan State
- Muhlenberg
- Mt. Holyoke
- New College of FL
- Northeastern
- Prescott
- Siena
- Smith
- Spelman
- Susquehanna
- Syracuse**
- Trinity College
- Tulane
- U of Delaware
- U of Florida
- U of Iowa
- U of Illinois
- U of Maryland
- U of Miami
- U of Mass
- U of Oregon
- U of Pittsburgh
- U of Richmond
- U of San Francisco
- U of Santa Clara
- U of Texas-Austin
- U of Toronto
- U of Washington
- Villanova
- Whitman
- Worcester Poly Institute
Colleges That Often Accept Averages of 80 and above:

- Adelphi
- Alfred
- Allegheny
- American
- Antioch
- Beloit
- Bennington
- C.W. Post
- Clark
- Clemson
- Drexel
- Eugene Lang (New School)
- Fairleigh Dickinson
- Georgia Inst of Tech
- Hofstra
- Howard
- Long Island U
- Manhattan
- Morehouse
- New York Inst of Tech
- NYU Polytechnic
- Pace
- Rochester Inst of Tech
- Rutgers
- St. John’s U
- Stevens Inst of Tech
- Temple
- U of Arizona
- U of Colorado
- U of Conn
- U of Vermont
- U of Wisconsin
- Wagner

State University of New York - SUNY

The SUNY System is New York State’s system of public colleges. SUNY offers an enormous variety of schools and programs. The following will give you an indication of approximate averages that have indicated a good chance for admission in the past by each of the schools listed. SAT and/or ACT scores can sometimes influence admission to these schools.

Students with the averages listed below have been accepted in the past with good SAT scores. With high SATs, somewhat lower averages have been accepted.

University Centers

- Albany ........... 85+
- Stony Brook ...... 85+
- Binghamton ... 88+*
- Buffalo .......... 88+

Colleges

- Brockport ........... 85
- Buffalo College.. 80
- Cortland .......... 85
- Fredonia .......... 84
- Geneseo .......... 88
- Maritime
- College .......... 80
- New Paltz ...... 85+
- Oneonta ......... 84
- Oswego ...... 84
- Plattsburgh .... 82
- Potsdam ......... 82
- Purchase ........ 80
Here is a sample checklist; colleges may ask for items such as:

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>NOT YET</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>I have taken the SAT I Reasoning Test.</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>I have taken all of the necessary SAT II Subject Tests.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>I have taken the ACT Plus Writing</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>I have sent my standardized test scores to all of the colleges to which I am applying.</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>I have filled out the SSR Background Questionnaire online.</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>If applying Early Action or Early Decision, I have entered my choice(s) online.</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>I have filled out my College Advisement Worksheet online.</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>I have met with my college counselor.</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>I read the College Office Bulletins for college/scholarship information.</td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>I know the deadlines for submitting all of my college applications.</td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>I know the College Office deadlines that must be met to process my applications on time.</td>
<td></td>
</tr>
<tr>
<td>12.</td>
<td>I have written (and revised) my essays.</td>
<td></td>
</tr>
<tr>
<td>13.</td>
<td>I have completed my SSR Update Sheet online.</td>
<td></td>
</tr>
<tr>
<td>14.</td>
<td>I have checked my high school transcript carefully and submitted necessary corrections.</td>
<td></td>
</tr>
<tr>
<td>15.</td>
<td>My family and I have completed all required financial aid forms such as the CSS profile, FAFSA, and TAP forms.</td>
<td></td>
</tr>
<tr>
<td>16.</td>
<td>Two teachers have agreed to write letters of recommendation for me.</td>
<td></td>
</tr>
<tr>
<td>Colleges I am applying to, consider the following:</td>
<td>YES</td>
<td>NOT YET</td>
</tr>
<tr>
<td>-------------------------------------------------</td>
<td>-----</td>
<td>---------</td>
</tr>
<tr>
<td>1. I have reviewed the college website/catalog carefully.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. I have visited the campus.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. I have met with an admissions representative at Brooklyn Tech or at a college fair.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. I have talked with students from the campus.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. I have checked that the college offers the programs I am interested in.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Is housing available at this school?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Are standardized tests (SAT/ACT) required?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. I have reported my test scores to this college.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. I have filed my application on …date.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. I have completed my colleges’ supplemental applications on time.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Date the college financial aid form was submitted:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12. My family and I have completed the Tap, FAFSA, and CSS forms and any other required financial aid forms (and met DEADLINES!)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>THINGS TO DO AFTER RECEIVING ACCEPTANCES AND DECIDING WHICH COLLEGE TO ATTEND</td>
<td>YES</td>
<td>NOT YET</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>1. My acceptance deposit has been sent to the college I will be attending.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. I have withdrawn from colleges that have accepted me but that I am not going to attend.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. I have completed my housing request form.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. I have found off-campus housing (if necessary).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. I have completed any requested pre-registration materials.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. I have received my TAP award. <em>(Colleges in New York State only.)</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. I have received my college bill.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Date payment was mailed.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Those Nagging Questions…
There are a lot of questions that you’ll have along the college process, but there are plenty of great resources out there on the web to answer them.

**General advice is available at:**

The College Board Online at [www.collegeboard.com](http://www.collegeboard.com)
The Princeton Review at [www.princetonreview.com](http://www.princetonreview.com)

**Great scholarship search services are also located on the web. A few to start with are:**
The Financial Aid Page at [www.finaid.org](http://www.finaid.org)
Fast Web ([www.fastweb.com](http://www.fastweb.com)) will e-mail you when there’s a scholarship that might interest you.
In addition, [www.studentaid.ed.gov](http://www.studentaid.ed.gov) is an excellent resource.
Many of the following books are available in the school library, public libraries and local bookstores, as well as the College Office.

- *Barron’s Profiles of American Colleges*. Barron’s Educational Series.
- *College Board: Guide to 150 College Majors*. The College Board.
- *College Board: College Handbook*. The College Board.
- *College Cost Book*. The College Board.
- *College Handbook, Index of Majors*. The College Board.
- *Peterson’s Competitive Colleges*. Peterson’s Guides.
MORE RESOURCES: HELPFUL WEBSITES

College Information, Financial Aid Information, and Scholarship Search Tools

- Federal Aid - www.fafsa.ed.gov
- New York State Aid – www.hesc.com
- Scholarship search service – www.fastweb.com
- EFC Calculator (estimator) for CSS Profile (when prompted to “Pick a Formula”, choose “Institutional Methodology”) - http://apps.collegeboard.com/fincalc/efc_welcome.jsp
- www.studentaid.ed.gov
- www.finaid.org
- www.scholarships.com
- The College Board – www.collegeboard.com
- Common Application - www.commonapp.org
- www.princetonreview.com
- www.nacacnet.org
- Search Engine – www.collegeview.com
- www.collegeanswer.com
- www.collegedata.com
- www.ecampustours.com
- Unigo.com
- UCAN-network.org
Visit us on our website
http://www.bths.edu