

# Senior Planning Timeline



## Section 1: To All Seniors: From Stress to Success!

(Note: Section 2 offers a timeline for college bound students.)

### September

- Do you have a **resume** developed? If not, set yourself a goal to have one finished by the end of October. A well-written resume can come in handy in many ways.
- Be watching for this year's **Career Fair** offerings. This is an excellent opportunity to meet workers firsthand, gather information, ask questions!

### October

- **Think** about several career options. Actively **investigate** a few. (Refer to handout, "Career Exploration and Planning: Tips for High School Students".)
- **Attend** career fairs, college fairs, Senior Planning Night, Focus on the Future.

### November

- **Begin** to think about gathering **letters of recommendation** from people you know will address your strengths as a worker and as a person. Pay attention to the handout, "Requesting a Letter of Recommendation". You should obtain at least two good letters. If you **apply for a job** after high school, these letters and a resume are key to making your application appear more professional.
- **Work** to keep your **grades** up and to have good **attendance**! More and more employers are going to be asking for high school transcripts and for information on attendance.
- Many seniors enter their senior year still unsure as to what they want to do after they leave high school. **Take advantage** of your **resources** by connecting with the OHHS Career Specialist and/or your guidance counselor to get support and guidance as you work toward making big decisions. They can help!

### December

- If you're planning to enter the **military**, connect with recruiters. The counseling center has their visitation schedule. Also plan to take the ASVAB, if you haven't already.
- Are you interested in an **apprenticeship**? Investigate early. Check with your guidance counselor or the OHHS Career Specialist for information.
- Are you interested in an **internship** on a job site related to your career interest? Check with your guidance counselor or the OHHS Career Specialist for information.

- Focus on **the skills** you know you need to improve. Writing? Reading? Time management? Typing/computers? Math? You will be a more appealing job applicant, if your resume' lists marketable skills you've developed in high school.

#### January

- If you're still unsure, and there is even the slightest chance you might enter a two-year school program in the fall, **fill out the FAFSA!!!!** Many students, because they are unsure as to their plans, decide in the summer to go to a two-year school. They begin school and seek financial aid. If they didn't complete the FAFSA in the previous winter/spring, there is very little aid that will be available!! So, even if you are unsure, **fill out the FAFSA!!!**
- If you plan to complete the FAFSA, take time to attend the January financial aid **workshop at OHHS.**

#### February

- If you will be seeking employment after you graduate, begin researching possibilities now. Do you want to work in a position that offers career advancement? Where do you want to work? Don't wait until you graduate to begin your research.

#### March

- If you are going to be job hunting, consider finding someone who will help you with a mock interview for practice.
- If your resume' ready?
- Have you met with a military recruiter yet?

#### April

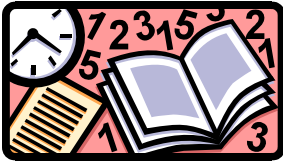
- Have you secured at least two good letters of recommendation yet? If you haven't, be sure to do this. Two good letters can help you in a number of ways as you venture out from high school.

#### May

- Ask yourself if there is any information you need that might be available to you from the OHHS Guidance and Counseling Center and-or the career specialist and-or your guidance counselor.

#### June

- Hopefully you have some plans firmed up for next year. If you need help, ask questions!!
- Consider putting in a request for an **unofficial transcript** to be sent to you at your home in June. It is a good idea for you to have your own copy in case you need it for whatever reason. Put your request in to Mrs. Robison in the counseling office before you leave school.



## **Section 2: To the College Bound Student**

For those students who plan to enter college right after graduation, the following timeline offers a strategy for getting yourself prepared and organized.

### **September:**

- If you plan to **take or re-take** the ACT and/or the SAT, or do a re-take, pick up registration materials in the counseling center. Register early!
- **Keep your cool** this year. Systematically move from one phase of the college application process to the next. This timeline is designed to help!
- Pick **your top three or four** schools. Obtain **Viewbooks** and application materials. OHHS counselors have a limited supply on hand for some schools. You may obtain materials by calling the admissions office, writing a letter, or accessing information on-line.
- If you plan to apply to a four-year school, explore the option of applying for **Early Action** or **Early Decision**. Find out the pro's and con's. Refer to handout, "Early Action or Early Decision – Is It for You?"
- If you plan to apply to school as a candidate for **athletic participation**, register with NCAA right away. Refer to handout, "Quest of the Athlete: Taking your Sport to College" for further information.
- **Keep your grades UP!** Many seniors operate under the assumption that once they are admitted to a school, they don't have to worry about second semester grades. **WRONG!!** All schools review the final high school transcript and reserve the write to revoke an acceptance. Don't allow your grades to slip second semester!
- Start watching and listening for announcements of College Representative visits.
- Where's the **money for college** going to come from? Savings? Work? Scholarships? Federal aid? If you haven't had a candid conversation with your parents, it's time to do that.
  1. **Scholarships:** Get yourself a copy of the National Scholarship timeline and information put out by the Counseling Center. (**NOTE:** local scholarship information comes out in March and is delivered to seniors in their modern world problems or American government class.)
  2. **Federal Aid:** Any student who goes to college should complete the FAFSA form after January 1<sup>st</sup> of the senior year. Refer to handouts for further information. Some schools (mostly the private) require students complete the "CSS/Financial Aid Profile". If you need one, you may obtain it from the OHHS counseling center.

### **October:**

- If your college applications require statements of recommendation, and many private colleges and universities do, start gathering them

- If you are pursuing Early Action or Early Decision, you will want to begin applying this month. Check due dates.
- Consider creating a folder for each school you apply to. Write a timeline on the outside of the folder and list important due dates.
- Do your applications require an essay? Refer to handout, “When You Write Your Essay...” for tips. It is available in the counseling center.

**November:**

- If you haven’t developed a tentative financial aid plan, start now. Have a candid conversation with your parents, if you haven’t already done so.

**December:**

- Use Christmas break to finish up applications for the general admissions pool (as opposed to Early Action or Early Decision).
- If the college requires an official transcript as part of your application, put in a request to the OHHS registrar in the counseling center.
- Discuss with your parents the importance of filing their upcoming income tax reports as early as possible.
- Mark your calendar to attend the OHHS Financial Aid Workshop in January.

**January:**

- Attend the OHHS Financial Aid Workshop.
- This month holds the final application deadlines for some schools.
- Obtain the FAFSA form from the counseling center. You may also access it online at: [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The sooner you get it completed, the better!! Money runs out!!
- Each college has a “**priority deadline**” for financial aid. Find out what it is at the schools you’re applying to, and get your FAFSA done well in advance of that deadline!!!
- If an interview is required, find someone who will help you practice. Refer to the handout “The Interview: Do’s and Don’ts” available from the counseling center.

**February:**

- This month holds final application deadlines for some schools.
- A new semester begins! (**A WORD TO THE WISE**) Re-read what it says in the September section about keeping your grades up!

**March:**

- Schools begin to mail acceptance/rejection letters around mid-March.

**April:**

- Register for AP exams.
- If you are accepted by your first choice school, pay attention to the deadline by which you must make your decision. Respond promptly to any requests for additional information.

**May:**

- Plan to attend the “Transitioning to College” presentation given by the OHHS counselors. You will receive a great deal of information that will help you as you move off to college life.

**June:**

- Make sure you get in your final transcript request to the OHHS registrar before you leave school. The school you attend in the fall will require you to send one.

