

# PLEASANT GROVE HIGH SCHOOL

HOME OF THE MIGHTY VIKINGS



## JUNIOR HANDBOOK



## CLASS OF 2013

# JUNIOR TO-DO LIST

- SEOPs – these will be conducted individually by appointment. During SEOPs juniors and their parents will have the opportunity to review credits needed for graduation, discuss options after High School, including college entrance requirements.
- Register for Utah Futures Account at [www.utahfutures.org](http://www.utahfutures.org) . (Get your State Student # from your counselor) Begin researching careers, colleges, and scholarship opportunities.
- Take the **Student Strengths Inventory** in UtahFutures, it is found on the profile page. Read through the information page on page 4.
- Sign up for college exams. For ACT go to [www.actstudent.org](http://www.actstudent.org) and for the SAT, go to [www.collegeboard.com](http://www.collegeboard.com) .UtahFutures.org also has several full length practice tests which include a writing part.
- Research 6-7 colleges/universities. You should be looking for the following things: entrance requirements, costs, housing options, deadlines for admissions and scholarships, and areas of expertise.
- Continue preparing for the ACT/SAT on your own by going to [www.actstudent.org](http://www.actstudent.org) (every Saturday at 8:00 AM beginning three weeks to the prior test date) and [www.utahfutures.org](http://www.utahfutures.org) (for free full length practice tests).
- Create a list of schools that interest you. Prepare a file for each school of interest and include information about deadlines and admission requirements.
- Take the ACT and/or the SAT and have official scores sent to the colleges or universities you are considering.
- Review admission and scholarship deadlines. Many universities have scholarship deadlines in November and December.
- Double check opportunities for priority admission deadlines. Many of these are set for November and December.
- Visit colleges/universities that you are interested in attending.
- Take advantage of or contribute to ISA (Innovative Student Assistance). Website: [ISA-PGHS.blogspot.com](http://ISA-PGHS.blogspot.com) Email: [ISA-PGHS@gmail.com](mailto:ISA-PGHS@gmail.com)
- Collect and sent in required paperwork for priority admission deadline or scholarships.
- Make sure your official test scores are sent to the colleges/universities to which you are applying.
- Order transcripts from our registrar in the counseling center for early January application deadlines.
- Order transcripts from the registrar in the counseling center.
- Most schools will send acceptance letters by April of your senior year 15<sup>th</sup> .
- When you choose to accept a college's/university's invitation, you will be required to pay a nonrefundable deposit for freshman tuition (this should insure your place for fall enrollment).

- Sign up and pay for all AP tests you intend to take in May. You can get the deadline for AP test registration from the counseling center or your AP teacher. All test fees are paid to the financial secretary at the financial office. Make sure you register for the correct test!
- If you have signed up for any AP testing, attend the AP test prep classes (there are AP prep. tests at [utahfutures.org](http://utahfutures.org) under additional prep. tests). Your AP teacher should have information of dates, times and locations for these classes.
- Once you have chosen your school of acceptance and have received scholarships, **notify your school counselor.**
- Contact your college/university to determine when fees for tuition and housing are due, and how much they will be. This may also be a good time to set up a payment plan for either tuition or housing, if needed.



Vikings Graduate &  
Continue On to Further their Education

# **Academic Success**

## **Academic Engagement**

**(Commitment to school work and value placed on academics)**

- Am I interested in homework and classroom activities?
- Do I have good study habits?
- Do I have good time management skills?
- Do I know of resources available to me and use them if needed?

## **Academic Self-Efficacy**

**(Confidence in ability to succeed academically)**

- Do I have high but realistic expectations of myself?
- Am I doing the best I can in my classes?

## **Educational Commitment**

**(Dedication to obtaining your diploma/continuing education)**

- Do I have future goals and plans?
- Am I taking classes that will connect to my future career?
- Am I learning about colleges (ACT, financial aid, scholarships, admissions requirements, etc.)
- Have I taken a tour of a college campus?

## **Social Comfort**

**(Comfort in social situations and ability to communicate)**

- Do I enjoy meeting and interacting with others?
- Do I feel that working with others is a positive experience?
- Am I able to resolve conflict effectively?
- Am I able to be empathetic (taking the perspective of another person)

## **Campus Engagement**

**(Involvement in school activities and felt connection to the school)**

- Do I participate in extracurricular activities?
- Am I part of a school club?
- Do I display my school spirit?

## **Resiliency**

**(Approach to challenging situations and stressful events)**

- Am I able to manage difficult situations?
- Do I have positive stress management skills?
- Do I have someone I can talk to when I am feeling stress or frustration?

# Choosing a College/University

## Which College/University is right for you?

How do you select the right college/university for you? Spend a few hours investigating college or university websites. Go to their “Prospective” or “Future Students” tabs to see how well their profiles fit what you are looking for in an institution of higher education. Answer the following questions for at least three institutions. Look at both in and out-of-state campuses; be sure to select at least one shoe-in and one reach school (your ultimate preference). Ask the questions below to narrow your options:

### ACADEMICS AND CAREER PLANNING

- Does this college/university offer the major that interests me? How strong is the schools program?
- What are the admission requirements?
- When are applications for admissions due? (Put these dates in your planner too)
- List the application requirements (e.g. high school transcripts, ACT/SAT scores, essays, letters of recommendation, letter of application, etc...)
- When are applications for financial aid due?
- What scholarships do they offer?
- Will my AP and previous college/university credits transfer?
- What is the average number of students in each class?
- What does the school do to help graduates find jobs? Does the school provide job placement?

### FINANCES

- How much is tuition?
- Are payment plans available? Ask the college if it offers “tuition pay” through Sallie Mae.
- What kind of financial aid does the school offer?
- Are there work-study programs?
- What kind of refund can I get if I have to drop out?
- What other hidden fees are there: parking permits, security deposits, activity cards, etc...

### HOUSING AND CAMPUS RESOURCES

- Where do freshmen/sophomores/juniors/seniors live?
- How much is housing? Is it easy to get on campus housing?
- What kind of meal plan is offered in the dorms?
- How accessible are laundry facilities?
- How many computers/computer labs are there? Are they up to date?
- What is the quality of library and research facilities?
- What kind of health facilities and services does the college/university offer?

# CAMPUS VISITS

## ACADEMIC FOCUS

- Go to a class or two. Most professors welcome visitors. Pick one small seminar and one large lecture. This will help you find out what big (and small) classes are really like.
- Talk with a professor. If you can, schedule a meeting with a faculty member in an area you're interested in. Ask the professor about the classes he or she teaches and how he or she got started.
- Look around. How are the facilities? Are there enough computers? Are there laboratories and study space for undergraduates? Don't be afraid to ask the nitty-gritty questions.
- Pick a normal day to visit. Avoid graduation, three-day weekends of open houses. Contact the school and confirm its tour, visit and interview policies.
- Stay in a dorm overnight. Talk with current students and find out what life on campus is really like.

## EXTRACURRICULAR ACTIVITIES

- **The Club Scene:** Go to student activities office and take a look at the list of student-run clubs and organizations on campus. Are there enough groups to keep you busy for four years? What about starting your own group? Find out when groups meet and attend a meeting if you have a chance.
- **Sports:** What varsity, intramural, and club sports does the college offer? Are intramural sports popular, or do you have to be on a varsity team to participate. Meet with a coach if you have specific questions.
- **Social Life:** Look at the bulletin boards around campus to see what types of events are posted. Are there concerts, plays, dances, guest speakers, and parties happening on campus? Find out how popular the fraternities and sororities are. If you are there during the week, ask a current student what he or she does on the weekends.
- **The Campus:** Check out the physical surroundings. What do the campus buildings look like? Are the grounds nice? Are there places to study, or relax and throw a Frisbee? Are there a lot of people around enjoying themselves? Can you see yourself there for four years? Is it a safe environment? Are there emergency call booths, outdoor lighting, etc...?
- **The Community:** Is it easy to get off campus for lunch or a movie? What about shopping? Is public transportation available and accessible? Does the university provide free shuttle buses to popular nearby spots? How accessible are the science, history, and art museums? Are there professional sports teams in town? If possible, take some time to explore the area around the school. Ask about concerts, theaters, and music clubs in the area. It is easy to get around, or do you need a car.

## **QUESTIONS FOR COLLEGE ADVISORS OR RECRUITMENT OFFICERS**

- What activities and services are available to help students get settled? (academically and socially)
- Are all freshmen assigned an academic counselor?
- Can I take courses from more than one academic division?
- How soon must I declare my major? Can I change majors?
- What kinds of scholarships are available?
- Will I be able to work with professors on research projects?
- Are courses taught mostly by faculty members or graduate students?
- Are there internship opportunities? Can I study abroad?
- Is there a career center on campus? If so what services are provided?
- Do I need to buy a computer before I get to campus?
- How will my roommate be chosen?
- Where do most freshmen live? Can I take a tour?
- Are there a wide variety of food options on campus?
- What are the athletic facilities like? Pools? Training rooms? Fitness equipment? Are there fees to use these?
- Do students receive free tickets or discount tickets to campus events such as sporting events and performances?
- Are there a lot of student organizations?
- Is it a friendly campus?
- Is there a good library?
- What is the surrounding community like?
- Is there a comprehensive student health center?

**\* Take notes after each college visit so you don't forget your initial impression.**

**COLLEGE COMPARISON CHECKLIST**  
(MAKE COPIES OF THIS WORKSHEET TO USE AT COLLEGE VISITS)

**COLLEGE NAME:**

**LOCATION:**

- Distance from home

**SIZE:**

- Enrollment
- Physical size of campus
- Professor/student ratio
- Average class size

**ENVIRONMENT:**

- School setting
- Nearest city
- Co-ed, male, female

**ADMISSION REQUIREMENTS:**

- Deadline
- Application documents and fees
- Tests required
- Average test scores, GPA, rank
- Special requirements
- Notification dates

**ACADEMICS:**

- Your major offered
- Special requirements
- Accreditation
- Honors and special studies programs
- Special education contacts

**COLLEGE EXPENSES:**

- Tuition/fees
- Room & board
- Estimated total budget
- Application fees & deposits
- Books/supplies
- Personal expenses



**FINANCIAL AID:**

## Deadline

- Required forms
- Percent of received aid
- Scholarships
- Work-study opportunities

**HOUSING:**

- Residence hall requirements
- Deadlines
- Types and sizes
- Food plans
- Fees
- Off campus options

**FACILITIES:**

- Academic
- Recreational
- Other

**JOB PLACEMENT SERVICES:**

- Availability

**ACTIVITIES:**

- Clubs, Organizations
- Fraternities and Sororities
- Athletics, Intramurals
- Other

**CAMPUS VISITS:**

- When
- Cost
- Requirements
- Contact

**CONTACT PERSON:**

- Position
- His/her opinion & advice

**ADDITIONAL NOTES:**

# APPLICATION GUIDELINES

## FOLLOW DIRECTIONS

- Every college/university application differs slightly. Read all directions **BEFORE** filling it out.
- Submit all required materials, completed and on time. Never skip or omit what is required or suggested.
- Use a computer for completing application materials, even if electronic transmission is not required.
- Compute grade point average according to the instructions. Different schools have different methods.
- If you are not sure what they mean or you are confused by certain questions, ask.

## THE FIRST IMPRESSION IS THE ONLY IMPRESSION!

- Make sure that you have completed and included everything.
- Don't leave blank spaces.
- If you are unsure about declaring a major, mark or write *undecided*.
- When listing activities, don't limit yourself to high school activities (unless specified).
- Have other people proofread and review your application before submitting.
- Begin drafting application and essays a few weeks before the deadline. This will limit the possibility of errors through rushing.
- Don't forget to include letter of recommendations and make copies of them before you submit them.
- Have transcripts sent.
- Make a copy of your application and all attached materials before sending.
- Include your application fee, if not already paid on-line. When paying by check paperclip to application.
- When sending application by mail, use the proper amount of postage.

## MAKE YOUR APPLICATION STAND OUT

- Be clear, concise and use specific detail.
- Present yourself in a powerful and persuasive way, while remaining honest.
- Submit evidence of your scholarly and creative endeavors.
- Communicate what has made you the person you are, what you truly enjoy doing, what inspires you, and what holds meaning for you.
- The admission forms are a place to chronicle family background, school history, activities, work experience and other autobiographical information.
- While writing the essay (if one is required for the application process), be sure to express your non-academic qualities. Focus on explaining what events or activities have changed you or made you the person you are today. They want to know what you have learned from your experiences, not just what you have done.
- Submit evidence of your scholarly and creative endeavors. This may include: power points with graphics or photo highlighting awards or personal work; CDs

or DVDs of performances; samples of creative writing, journalistic writing; poetry, and art work; copies of independent research; internship reports; or whatever else you feel is important.

- Try to set-up a personal interview if at all possible.

### **TOP TIPS FOR ADMISSIONS**

- Take rigorous courses. Don't take courses that simply pad your GPA.
- Do volunteer work. Volunteer for activities that reflect your personality.
- Prepare for the ACT/SAT before taking it. Having a high ACT/SAT score is a crucial factor in getting admitted to any college or university.
- Use a computer, word processor, or typewriter when filling out an application. Do not handwrite.
- When filling out the application, do not confuse "county" for "country".
- Compute grade point average according to the instructions they provide on the application. Different schools use different methods. If the application does not specify, then make a quick call to the school's admissions office to clarify "their" GPA formula.
- Craft an excellent application essay by brainstorming for an original topic, organizing your key points, writing clearly and concise, and carefully editing before submission.
- Submit the correct essay format. If it says to submit a 200 word essay, then submit a 200 word essay!
- If an essay question has more than one section, provide an answer for every part. Make sure that your responses answer the questions and its clear which response goes to which question.
- Get great letters of recommendation well in advance. These should come from adults who know you well such as teachers, coaches, clergy, employers, and community leaders. When you ask for someone to write you a letter of recommendation always provide the recommender with a Personal Data Form. (Next page).
- Submit applications as early as possible.
- Call the admissions office after you have sent your application and notify that it is on its way.

## COLLEGE/UNIVERSITY APPLICATION CHECKLIST

Keep track of the application process by inserting a completion date in the appropriate column or row.	College Name	College Name	College Name	College Name
Requested Catalog/Application				
Received Catalog/Application				
Campus Visit				
Campus Interview				
Tests Required				
Dates Tests were taken				
Test results to Colleges/Universities				
Scholarship Deadline				
Date Scholarship Appl. mailed				
Deadline for FAFSA				
Date FAFSA mailed				
Date other financial aid forms were mailed				
Transcripts request				
Transcripts sent				
Counselor recommendation requested				
Counselor rec. sent				
Teacher recommendation				
Name and Date of Teacher rec.				
Teacher recommendation sent				
Essay completed				
All signatures completed				
Application fee enclosed				
Copies made and mailed				
College/University confirmation of application received				
Letter of acceptance				
Letter of rejection				
Colleges notified of intent				
Tuition Deposit sent				
Housing submitted				
Orientation schedule				
Award Letter received				

# PAYING FOR COLLEGE

## WHAT IS FINANCIAL AID? INTRO TO GRANTS AND LOANS

- **Grants:** money awarded by the government to an undergraduate student (a college freshman-senior) based on financial need.
- Grants DO NOT need to be repaid.
- You must reapply for grants every year.
- **Federal Perkins and Stafford Loans:** these are educational loans guaranteed by the government at a very low interest rate. This means that you and your family do not need to use personal credit to qualify. These loans are based on financial need, but most students qualify.
- Loans must be repaid upon college graduation or less than full-time attendance.
- You must reapply for loans every year.
- **Subsidized Loans:** the government pays the interest on your loan while you are in college. The interest you must pay off will not begin to accumulate until you graduate or are no longer attending college full time. At this time the borrower is responsible for all interest as well as loan amount.
- **Unsubsidized Loans:** interest begins to accumulate as soon as loan is finalized; the borrower is responsible for all interest as well as loan amount.
- Loans must begin being repaid after graduation from college or if a student or if a student drops below full-time enrollment. Repayment occurs through scheduled monthly payments at this time.
- Amounts can vary anywhere up to \$8,500 for subsidized and up to \$20,000 for unsubsidized loans. These amounts are available each year.
- REMEMBER... you are responsible for paying off all loans and their interest whether they are subsidized or unsubsidized.
- There are many variables involved in determining financial need, so apply even if you don't think you can qualify; you have nothing to lose.
- You can apply for grants and government loans through FAFSA (Free Application for Federal Student Aid) which can be done on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

## WHAT IF I AM OFFERED WORK STUDY?

- Work Study allows you to apply for on-campus and off-campus jobs for which only Work Study approved students can apply.
- Employers receive government compensation for hiring Work-Study approved students, so this will give you an advantage in finding a job while attending College or the University.
- Work Study is a government program and can only be granted by applying for financial aid through [www.fafsa.ed.gov](http://www.fafsa.ed.gov).
- You must apply for Work Study every school year.

## WHAT IS THE PROCESS FOR APPLYING FOR FINANCIAL AID?

**STEP 1:** Get free information and help from your school counselor, the financial aid office at the college or career school you plan to attend, or from the US Dept. of Education.

**STEP 2:** Get a PIN, personal identification number. This is required to sign your on-line FAFSA application. To do this, go to [www.pin.ed.gov](http://www.pin.ed.gov).

**STEP 3:** Collect documents needed to apply: income tax returns (parents) and w-2 forms (parents and yours). A complete list of required materials is at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

**STEP 4:** Complete a FAFSA between January and June of your senior year in high school. These are state and federal deadline dates, so don't be late!

**STEP 5:** FSA will send you a Student Aid Report (SAR) within 4 weeks from the time you completed your on-line application. Review your SAR, and if necessary, make changes or corrections and submit your SAR for reprocessing. Your complete, corrected SAR will contain your Expected Family Contribution (EFC) - the number used to determine your federal student aid eligibility.

**STEP 6:** If you are selected for verification, your college/university's financial aid office will ask you to submit tax returns and other documents, as appropriate. Be sure to meet the college/university's deadlines, or you will not receive federal student aid.

**STEP 7:** Whether you are selected for verification or not, make sure the financial aid office at the college/university has all the information needed to determine your eligibility.

**STEP 8: All students:** contact the financial aid office if you have any questions about the aid being offered. **First-time applicants:** review award letters from schools to compare amounts and types of aid being offered. Decide which school to attend based on combination of (a) how well the school suits your needs and (b) its affordability after all aid is taken into account.

## WHO GETS FEDERAL STUDENT AID?

### BASIC ELIGIBILITY REQUIREMENTS

- Demonstrate financial need (determined by FAFSA info you will provide).
- Be a U.S. Citizen or eligible non-citizen with a valid social security number.
- Be working toward a degree or certificate in an eligible program.
- Have a high school diploma or GED Certificate.
- Registered with the Selective Service, if you are a male between the ages of 18-25.
- Maintain satisfactory academic progress once in college.

## HOW TO GET SCHOLARSHIPS

- Be prepared to do the footwork. How to work brings about better results.
- Make sure you have taken the ACT at least twice. This can be done in October of your senior year.
- Make a resume highlighting all your strengths.
- Become familiar with the PGHS web site; it has current scholarships posted on it. Go to Pghs.alpine.k12.ut.us. Click on *counseling*, and click on *SEOP Packet*.
- Narrow your choices to potential colleges/universities. You may attend scholarship info seminars and get a good understanding of how to apply for the academic scholarships at each school. This can be researched through college/ university websites.
- Check for scholarships with **Mrs. Black** or Mrs. Whitmer in the counseling center. These scholarships are from the community, businesses, and individuals.
- Avoid scholarship scams. Never pay money for on-line scholarship services and never give out personal information to unknown web sites. There are free searches available. Check with Utahfutures, fast web, and other sites linked to the PGHS web page.
- Get involved in school and community activities and give service. This looks good on a resume.
- Get letters of recommendation well in advance of scholarship deadlines.
- Check with collegescholarships.com for tips on how to win scholarships.

## SCHOLARSHIP SEARCH WEB SITES

Collegescholarships.com	Wiredscholar.com
Princetonreview.com	Collegiate.net
Fedmoney.com	Supercollege.com
Frenshinfo.com	Scholarship.geoportals.com
Fastaid.com	Collageboard.com
Collegeview.com	Fastweb.com
Collegenet.com	Anycollege.com
Nextstepmag.com	Uheea.org
Utahfutures.org	Zinch.com

## UTAH REGENTS SCHOLARSHIP (go to [www.utahscholars.org](http://www.utahscholars.org))

- Students must complete the following requirements in grade 9-12 with no core grade lower than a “C” and a cumulative high school GPA of 3.0: 4 years of English; 4 years of progressively advanced math (at minimum, Algebra 1, Goniometry, Algebra 2, and senior-year class beyond Algebra 2; 3.5 years of social studies; 3 years of lab science (one each of biology, chemistry, physics); and 2 years of the same language, other than English.
- The fulfillment of these requirements qualifies them for a base scholarship of \$1000.

Students who complete the above requirements with no grade lower than a “B” in the core course of study, obtain a 3.5 or higher cumulative high school GPA, and achieve a 26 or higher on the ACT, **are eligible for an Exemplary Academic Achievement Scholarship worth 40% of tuition for two years of full-time college enrollment at any Utah college or university, public or private.**

## Six Ways to Prepare for College

**The key to success in college is preparation.** Students who take the time and put forth the effort to prepare are more likely to succeed. In order to help you better prepare for college, we offer you these six helpful preparation tips:

**1. Enroll in college preparatory classes as freshmen and continue to take them through your senior year.** This will help you to be more prepared for the ACT and SAT exams and for college-level work. It is recommended that your high school class schedule include the following:

Four or more years of **mathematics**

Four or more years of **English** or **literature**

Two to three years of **laboratory science**

Two years of **history** or **government**

Two or more years of **foreign language**

Research shows that students who follow these recommendations consistently earn higher ACT and SAT scores. Advanced Placement (AP) courses will also help prepare students for the ACT and SAT and for university-level work. Additionally, choose elective classes that will help you develop your talents and an appreciation for the arts, as well as those that teach useful skills like basic computer operations and word processing.

Students who learn good study skills will be better prepared for the demands of college.

**2. EARN GOOD GRADES!!!** Because so much of your future depends on your grades, you should strive to develop good study skills early in life. Here are some ideas to help you develop these skills before you get to college:

**Read your textbooks...Attend your classes regularly...**

**Take good notes...Do your homework...Hand it in!!!**

**Doing these simple things will help you prepare for and get through college successfully**

**3. TAKE THE ACT/SAT EARLY...** Be sure to take the ACT/SAT in April or June of your junior year so that you can take it again in October of your senior year.

Because Universities/Colleges consider only your highest composite scores, you should consider taking the ACT/SAT **multiple** times. Studies show that students who retake the ACT have a **57 percent chance** of increasing their previous score by 1 to 3 points.

**Those points may not seem like much,** but they could **make all the difference** when it comes time to applying for admission and scholarships.

Sports, music, drama, language—find something you enjoy and get involved!

**4. GET INVOLVED ...**Whether your passion lies with music, dance, sports, or language, find the time to get involved in your high school and community. The extracurricular activities you participate in will help you build character and gain valuable leadership experience. **Your participation in extracurricular activities will be considered in the application process, so find something you enjoy and get involved!**



**5. START SAVING...** Most students fail to consider how they are going to pay for college until they start applying. It is unlikely that you will save enough through high school to pay for all of your education, but you can certainly make a significant dent. So start saving your pennies.

**6. EXPLORE YOUR CAREER INTERESTS...** By taking the time early in life to explore your career interests, you will have a better idea what courses and majors you might be interested in when you go to college.

**Fail to Prepare and you Prepare to Fail**  
**Vikings Discovered America**  
**Mighty Vikings Change the World!**  
**Go PG Vikings!!!**