

COLLEGE/CAREER PLANNING GUIDE



A student and parent resource guide prepared by
the Guidance Services Department
Lockport Township High School

**Lockport Township High School
Guidance Services Department**

*College/Career Planning Guide
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Guidance Services Staff

*Denise Curtis, Counselor
Beth Czako, Counselor
Grant Ferkaluk, Counselor
Kathy Fields, Counselor
Kim Koranda, Counselor
Bruce Lane, Department Chair
Matt Major, Counselor*

*Tim O'Malley, Counselor
Karen Speaker, Counselor
Beth Saltaformaggio,
College/Career Center Manager
Maureen Tamillow, Counselor
Bianca Urbanski, Counselor
Jeff Wood, Counselor*

LOCKPORT TOWNSHIP HIGH SCHOOL GUIDANCE SERVICES DEPARTMENT

COLLEGE CALENDAR FOR PARENTS

The timeline that follows provides a general time frame of suggested activities to assist your child in the college/career selection process. Parents are encouraged to contact the Guidance Services Department for additional assistance.

Freshman Year

- Discuss academic and career plans with the guidance counselor.
- Attend annual college fairs at Joliet Junior College and Lockport Township High School.
- Review results of your child's ability and interest inventories.
- Discuss the impact of grades and course selection on college admission.
- Check curriculum requirements for college entrance.
- Encourage involvement in extracurricular activities, volunteering, and internships or other work experiences.
- Plan for college expenses...explore your savings options.

Sophomore Year

- Attend annual college fairs at Joliet Junior College and Lockport Township High School.
- Start to network with your child's teachers and counselor.
- Begin exploring appropriate college options with your child.
- Continue your support of extracurricular involvement and encourage participation in leadership roles.
- Encourage your child to begin career and college exploration in the College/Career Center.
- Support your child's involvement in volunteer services or organizations. Volunteerism may support admission and scholarship opportunities.
- Review the high school's Program of Study/graduation requirements and plan a course selection based on your post high school goals.
- Research career choices and colleges/universities/vocational schools where one can be trained for these occupations. The College/Career Center, located in Guidance Services, is an excellent place to do this.
- Establish excellent working relationships with teachers, counselors and other adults in the building. You may need them to write a letter of recommendation on your behalf.



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Junior Year

- Begin college visitations.
- Attend annual college fairs at Joliet Junior College and Lockport Township High School.
- Consider ACT preparation classes for your child.
- Schedule a visit to the College/Career Center at LTHS to obtain additional information regarding college selections, scholarships, financial aid, testing information, etc.
- Review results of ACT test with your child. Consider registering for a National ACT Test.
- Attend information sessions and college nights sponsored by the high school.
- Consult with your son's or daughter's high school counselor for college search ideas and advice.
- Review all options. If a school seems too costly, find out what scholarships and other financial assistance may be available to you.
- Support your child's involvement in volunteer services or organizations. Volunteerism may support admission and scholarship opportunities.

Summer before Senior Year

- Help your son or daughter sort through college mail as it arrives.
- Review ACT/SAT results and discuss whether your child should retest.
- Visit different types of schools: small and large, vocational and liberal arts, private and public.
- Develop a list of questions for colleges and take them with you on your visits.
- Draft a generic personal essay.
- Encourage student athletes to register with the NCAA Clearinghouse.

Senior Year

- If applicable, encourage your child to write an essay or personal statement.
- Encourage your child to request recommendations from teachers or counselors if required by colleges.
- Schedule a visit to the College/Career Center at Lockport Township High School to obtain additional information regarding college selections, scholarships, financial aid, testing information, etc.
- Attend annual college fairs at Joliet Junior College and Lockport Township High School.
- Contact counselor to discuss your child's post-graduation plans.
- Continue college visits.
- Review college applications for accuracy. Include required application fees.
- Submit completed transcript requests to the College/Career Center Manager. It is suggested that all applications be submitted by November 1.
- Review local scholarship information (available in January) and deadlines. Encourage your child to submit completed local scholarship applications by required deadlines.
- Collect all of your tax information and file for financial assistance in a timely fashion. Keep copies of all financial aid application information.
- Apply for financial aid by completing the FAFSA (FAFSA applications are not available until December of your child's senior year.).
- Notify the chosen school of the final decision and send in the tuition deposit. It is also common courtesy to notify all other schools that granted acceptance.
- Submit housing deposits.

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CHOOSING A COLLEGE

There are several factors to consider when choosing a college. The following list highlights some areas to consider in the college selection process. College visits are strongly encouraged. Also, students may obtain helpful assistance from guidance counselors, teachers, college representatives, current college students and recent alumni.

Location

Am I interested in a big-city or a small-town setting? Do I want to attend school close to home? What part of the country do I wish to experience?

Size

Do I want a big campus with many majors and more opportunities? Are large lectures with hundreds of students or small classes with more student participation better?

Admission Requirements

What are the average ACT scores, GPA, class rank of admitted freshmen students? Will I be required to submit a college essay or personal statement?

Curriculum

Does the school offer the courses/majors that I want? Are there special programs available to study abroad or participate in internships? How difficult is it to switch majors at some point during my college career?

Cost

What are the costs of tuition, room and board, books, and personal expenses? What is the percentage of students that receive financial assistance? Are there employment opportunities available on or near the campus?

Quality of Education

How accessible are the professors? Will classes be taught by professors or graduate students? Are tutoring programs or other types of assistance available? Are students engaged in research projects on campus? What are the retention and graduation rates of the school?

Facilities

Is transportation on and around campus easy to use? Does the school provide adequate computer labs and libraries? Is there adequate student housing on campus?

Athletics

Which division of intercollegiate sports does the school participate in? Are intramural and club sports available? How accessible are recreational facilities?

Campus Life

What special interest groups, activities, fraternities/sororities are available? Does the school offer a variety of room and board options? What is the quality of dorm life?

School Security

How safe is the campus and surrounding neighborhood? What type of security measures are in place in dorms and campus facilities?

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4 Year University Minimum Requirements

Units	Subject	University of Illinois	Loyola University	University of Iowa	Ivy League
4	English	4 yrs	4 yrs	4 yrs	4 yrs
3	Social Studies	2 yrs	2 yrs	3 yrs	3 yrs
3	Mathematics	3/3.5 yrs s	3-3.5 yrs	3 yrs	4 yrs
3	Science (Not General Science)	2 yrs	3 yrs	3 yrs	2 yrs (lab);2 yrs (non lab)
3	Foreign Language, Music, Art	2 yrs**	2 yrs	2 yrs	4 yrs
	or Vocational Education	2 yrs			1 yr

Overall Selectivity for Freshmen

ACT Score	GPA	Class Rank	% of Freshmen	SAT Score	% of Freshmen
University of Illinois					
32 - 36		11%=Top 1%	15%	1400 - 1600	23%
27 - 31		57%=Top 10%	50%	1200 - 1399	54%
23 - 26		80%=Top 25%	24%	1000 - 1199	20%
22 or below		99%=Top 50%	11%	999 or below	3%
University of Illinois-Chicago					
Present a satisfactory combination of class rank and ACT or SAT test scores. Satisfy the minimum high school subject requirements.					
Eastern Illinois University					
18 and	3.0/4.0 or	Top 25%			
19 and	2.5/4.0 or	Top 50%			
22 and	2.25/4.0 or	Top 75%			
Illinois State University					
22-26 Mid 50% test scores	Avg-3.45	50%=Top 25%			
		90%=Top 50%			
Northern Illinois University					
19-24 Mid 50% test scores	19 and	2.75/4.0 or	Top 50%		
	23 and	2.50/4.0 or	Top 66%		
Southern Illinois University					
19-24 Mid 50% test scores	18 and	----->	Top 25%		
	21 and	----->	Top 50%		
	22 and	----->	Top 66%		
Western Illinois University					
Minimum cumulative GPA of 2.5/4.0 AND ACT=20					

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COLLEGE INFORMATION AND APPLICATION PROCEDURES

COLLEGE VISITS

Students are allowed a total of three college days between junior and senior year. A note from the student's parent/guardian must initiate a pre-arranged absence form. The note must be submitted a minimum of three days prior to the visit to the secretaries in Guidance Services. Please turn in a verification of visit on the college or university's letterhead to the East Attendance Office to show proof of your visit

LTHS COLLEGE APPLICATION PROCEDURES

Currently the best practice for applying to colleges and universities is online. According to college representatives, it is highly recommended for students to visit the desired college's website and apply online. Information from college sources indicate that applications online are received immediately, less prone to mistakes and processed faster. Some paper applications may be found in the College/Career Center on a limited basis.

Online applications are filled out and submitted on the colleges' website. **YOU MUST READ THE APPLICATION THOROUGHLY, FOLLOW INSTRUCTIONS, FIND AND PRINT ANY DOCUMENT YOU MAY NEED TO BRING TO YOUR COUNSELOR.** Most online applications will require a username and password of the applicant's choice. This will allow applicants to save and return to the application, if necessary. Follow directions completely. All information needs to be completed. When specified, print the required pages. **The high school ACT/CEEB code is 142655.** Some colleges and universities waive or reduce the application fee if students apply online. Online applications requiring a fee are paid with a credit card. Paper applications that require a fee are paid by check. All paper applications **MUST** be signed by the student. Parents should review the application for accuracy.

Return completed applications, signature pages, counselor recommendation pages and/or teacher recommendation pages from online applications to the College/Career Center located in the Guidance Services office. If there are no print-outs from an online application, you are still required to complete a transcript request card. **THIS IS A MUST!** To complete a transcript request card (in the College/Career Center) the card must have your signature, the date of the day you bring your application to the College/Career Center and the school you wish transcripts to be sent to. On the line with the name of the school, please write "online" if you applied online. PLEASE DO NOT LEAVE ANY APPLICATIONS OR TRANSCRIPT REQUEST CARDS ON THE DESK IN THE COLLEGE/CAREER CENTER. Give completed application and/or transcript request card to the College/Career Center manager with the necessary paperwork. For example: completed teacher recommendations, completed teacher recommendation pages from an online application, counselor recommendation pages, personal statements, essays or any other information that needs to be included with the application. **We cannot send any transcript unless the transcript request card is signed.** Incomplete applications will be referred back to the student before processing.

Once the application is given to the College/Career Center Manager, it is checked for completeness and given to the student's counselor for final processing (attaching any necessary counselor recommendations, official transcripts, and a final look at the college essay, if applicable). The application will then be mailed. Postage will be paid by LTHS. **Please do not put a return address on any envelope that is turned in with an application.**

Students must request official ACT score report to be sent directly from ACT to their prospective colleges. ACT score report requests may be made at www.ACT.org.

Please be aware of the DEADLINE for the application you are turning in. We will mail the completed college application packet for you as expediently as possible. Times run higher during peak college application deadline periods. Please get the completed application back to us as soon as possible to avoid delays. With the volume of applications that we receive in October and November, a ten day buffer from the time you turn in your application is necessary in order to get applications out in a timely fashion. We cannot be held responsible for postmarks on any application that we mail in which we have not been given a ten day lead time during peak application periods. **Any questions about the college application process should be directed to the College/Career Center Manager or your student's counselor.**

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COMMUNITY COLLEGES

Community colleges offer high school graduates an opportunity to attend college courses while meeting some of the following needs:

- Convenient and flexible scheduling.
- Cost effective college financing.
- Associate degree or certificate of completion degrees.
- Opportunity to complete core coursework prior to transfer to a four-year university.
- For the undecided student – the option to explore various academic majors.
- The opportunity to attend college in a local setting.

TRANSFER STUDENT OPPORTUNITIES

Students completing a two-year associate degree program at a junior college are eligible to continue their education at a four-year university. Students are advised to consult with an academic advisor periodically to insure that all transfer requirements are being met. The success of transfer students from community colleges to four-year colleges is very high.

JOLIET JUNIOR COLLEGE

Graduates from Lockport Township High School have the opportunity to attend several area colleges, including Joliet Junior College. Joliet Junior College is the oldest public community college in America. The college awards two-year associate degrees in arts or sciences, two-year associate degrees in applied science, and certificates of achievement and completion. Students may choose from more than 60 areas of concentration. Joliet Junior College affords students the opportunity to participate in a dual admissions program. This program allows students to gain admissions to a four-year institution while attending Joliet Junior College.

What are the advantages of Dual Admissions?

- Saves the student money by taking courses at JJC with lower tuition and fees.
- Provides students better control over academic planning by only taking the courses needed in order to graduate or transfer.
- Allows students to visit the participating college campus prior to transferring, and to meet with the admissions staff and academic advisors.
- Early acceptance to the participating transfer school will help ease the student's transfer process.
- Students transfer to a participating institution better prepared for upper division courses in their field of study.

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COLLEGE ENTRANCE AND PLACEMENT TESTING

Most colleges and universities require results of standardized college entrance exams to be submitted as part of the application process. Schools also ask prospective students to take placement tests to determine level of proficiency in various subjects. Some schools also grant college credit and/or placement to students obtaining high scores on certain exams. Standardized national tests are summarized below.

Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT)

This is a practice test for the Scholastic Assessment Test (SAT I) and the first step in qualifying for the National Merit Scholarship Program. This instrument also identifies outstanding Black and Hispanic students for scholarship purposes. It is offered in October of junior year. This is not a college admissions test.

ACT Assessment

The ACT is America's most widely accepted college entrance exam. It assesses high school students' general educational development and their ability to complete college-level work. The multiple-choice tests cover four skill areas: English, mathematics, reading, and science. The Writing Test, which is optional, measures skill in planning and writing a short essay. The ACT Writing Test will provide information to complement that already provided by the ACT English Test. The combined results from both tests will provide information about students' understanding of the conventions of standard written English and their ability to produce a direct sample of writing. Students who register to take the ACT Assessment should decide whether to include the Writing Test based on the requirements of the institutions to which they are applying. Junior students take the ACT as part of the Prairie State Achievement Exam. **The PSAE is mandatory for graduation.** It is also recommended that students take a national ACT test. A variety of preparation courses and seminars exist to help students prepare for the ACT.

For information, or to register for the ACT online, you may go to www.act.org.



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SAT

The SAT Reasoning TestTM is a three-hour-and-45-minute test that measures critical reading, mathematical reasoning, and writing skills that students have developed over time and that they need to be successful in college. The new SAT is better aligned with current curriculum and institutional practices in high school and college. By including a third measure of skills, writing, the SAT reinforces the importance of writing throughout a student's education and will help colleges make better admissions and placement decisions.

The SAT Subject TestsTM (formerly SAT II: Subject Tests) are a battery of one-hour, mostly multiple-choice tests that measure how much students know about a particular academic subject and how well they can apply that knowledge. Most institutions will accept either the SAT or the ACT for admission. However, check with your intended college/university to find out which test is preferred. It is recommended that students take the SAT in the spring of their junior year. The SAT is given on seven Saturdays during the school year. For information or to register for the SAT you may go to www.collegeboard.com or to the College/Career Center.

Advanced Placement Tests (AP)

These are three-hour comprehensive examinations given in May in various subject areas. Participants are enrolled in a specific course in their high school to prepare for these tests. Students scoring well in these tests may receive college credit and/or placement in the corresponding academic discipline. Registration and testing are handled directly through the associated class.

Compass Test

The Compass Test is offered at Joliet Junior College, Monday through Saturday. Visit their website at www.jjc.edu for more information.



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GENERAL PROCEDURES FOR THE COLLEGE/CAREER CENTER

The College/Career Center is located in the Guidance Services office at the East Campus. The College/Career Center Manager can be reached at 815-588-8376.

Some paper applications for colleges are located inside the marked drawers of the file cabinets. (With the increased use of technology, colleges and universities are going to the online application process. The majority of schools strongly encourage online applications.) Miscellaneous information about universities and colleges is available alphabetically inside the marked drawers.

Some information available in the College/Career Center includes ACT and SAT, financial aid information, FAFSA worksheets, and numerous other materials. Videos, catalogs and college literature are also found in the CCC. If you want to check out a video, please check it out with the College/Career Center manager. You may use the information for up to three (3) days. You may also view the video during your study hall in the College/Career Center, provided that there is not a college representative present. You may access the Internet for future career information and college exploration. There is a printer available to print any information pertaining to your career or college search.

If you want to look through files, books, or catalogues, you must get a pass from the College/Career Center Manager prior to your visit. Before you come for your appointment, you should go first to your assigned study hall teacher or other supervisor and show your pass, have them initial the pass and go to the College/Career Center. If you would like to pick up an application or ACT/SAT info, you may pick it up during passing periods (you can not be late for your next class, passes will not be given to go back to class), before or after school.

Students may meet with college or career representatives that visit Lockport Township High School in the College/Career Center located in the Guidance Services Department. To see a college or career representative, a student must do the following:

STUDENTS MUST SIGN-UP AT LEAST ONE DAY BEFORE THE VISIT IN THE COLLEGE/CAREER CENTER. Sign up before school, during passing periods or after school. No passes will be issued the day of the visit.

If a student has not given proper notice to the teacher, has a test or group project, or is behind in their schoolwork, the student may be prohibited from attending the college or career representative visit. **The student's teacher will determine whether the student may attend the visit.**

Juniors and seniors are permitted to sign up for any representative visit at the scheduled time. However, sophomores are allowed to sign up **ONLY** if the visit is during their study hall.

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CAREER AND TECHNICAL SCHOOL OPPORTUNITIES

While a college degree is a remarkable achievement, it may not be the best choice for you at this time of your life. A career in today's trades delivers a higher degree of high-tech education and affords the opportunity to increase skill levels.

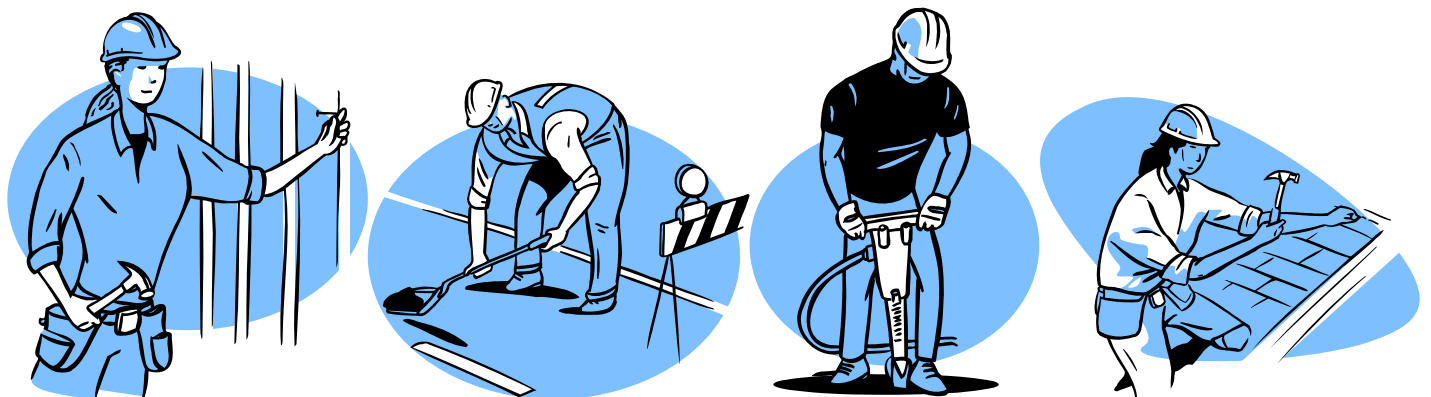
Nationally, over five million people work in the US construction industry, but it's estimated that more than two hundred thousand new workers will be needed every year throughout this decade. What does this mean to those thinking about a career in the trades? It means:

- Excellent wages and benefits.
- An extensive Earn-While-You-Learn continuing educational process.
- Job security.
- Increasing skill levels.
- Unprecedented opportunities for advancement for everyone.

To find out more, explore <http://www.threerca.com>, go to the College/Career Center, talk to your school's Guidance Counselor, or attend an upcoming Career Fair.

There are numerous vocational and technical schools that may offer you the opportunity to pursue your dream. You can find information, videos and websites in the College/Career Center.

You don't know what you want to be when you grow up? Come to the College/Career Center. We have excellent websites for you to visit and find that dream job. Any information that you may need to find a job or school without attending a four year university is only a step away. Feel free to make an appointment with the College/Career Center Manager and explore all the opportunities and options available to you.



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FUNDING YOUR EDUCATION

WHAT IS THE FAFSA AND WHY SHOULD YOU USE IT?

FAFSA stands for Free Application for Federal Student Aid. Filing the FAFSA each year qualifies you for federal aid programs. Despite popular belief, federal aid is available regardless of income level. The FAFSA also provides calculated information that outside scholarships MAY request from you for awarding purposes.

What types of Aid are available?

Grants: Grants, unlike loans, do not have to be repaid. Typically, grants are based on the student's individual/family financial situation.

Loans: Loans consist of money that is borrowed and must be repaid with interest

Federal Stafford Loans: *All students* who file the **FAFSA** are eligible for at least one of the Federal Stafford Loans.

Subsidized: A subsidized loan is awarded to both undergraduate and graduate students on the basis of financial need, as determined by your **FAFSA**. You will not be charged any interest before you begin repayment or during authorized periods of deferment. The federal government "subsidizes" the interest during these periods.

Unsubsidized: An unsubsidized loan is not awarded on the basis of need, but you must file your **FAFSA** to receive this loan. The dollar amount you will qualify for is based on your year in school, **NOT** your income. You'll be charged interest from the time the loan is disbursed until it is paid in full. If you allow the interest to accumulate, it will be capitalized - that is, the interest will be added to the principal amount of your loan and additional interest will be based upon the higher amount. This loan is also available to both undergraduate and graduate students.

Federal Perkins: A Federal Perkins Loan is a low-interest (5 percent) loan for both undergraduate and graduate students with exceptional financial need, as determined by your **FAFSA**. The school you attend is your lender. The loan is made from government funds with a share contributed by the school. You must repay this loan to your school.

Alternative Loans: These loans are not distributed by the government and must be applied for *separately*. Consult your award letter for eligibility and application instructions.

Partnership: Partnership loans are available to students and parents. The **FAFSA** is not required for this loan; however this loan typically has a slightly higher interest rate than Federal Loan programs.

Federal PLUS: PLUS Loan is a federal program that enables parents with good credit histories to borrow monies in order to pay the education expenses of each child who is a dependent undergraduate student enrolled at least half time. **Note: *Repayment of parent loans start as soon as the loan funds are received.***

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Work-Study: The Work-Study Program lets students work and earn money to help pay for school. Eligibility is determined based on your **FAFSA** information. This Federal program provides employers with a certain percentage of the students' earnings. Students must find their own Work-Study job. Typically, many campus jobs are Work-Study funded.

Scholarships: Scholarships, like grants, do not have to be repaid; eligibility can be based on several different types of criteria (e.g. financial need, academic record, leadership qualities, geographical location, etc.) Many community organizations, foundations, corporations, clubs, and civic and cultural groups provide financial aid to students. These types of scholarships comprise our "local" scholarships. Our local scholarship drive begins with the New Year. Students are given Scholarship Briefs during group guidance and in the College/Career Center in Guidance Services. Scholarship reminders are published in the daily bulletin, announced with daily announcements, made available at www.lths.org and presented at parent meetings sponsored by the Guidance Services Department and the AP Program Coordinator. Some awards are based on other requirements, such as academic or athletic achievement, religious affiliation, ethnic or racial heritage, community service, career plans or field of study, or special hobbies and interests. These are considered "outside" scholarships. At LTHS we provide scholarship information to our students and to the community in different ways. Each month, we may publish a Scholarship Newsletter or have information in the College/Career Center that includes "outside" scholarships and samplings of college and university scholarships. "Outside" scholarships are distributed in the same way as the above mentioned "local" scholarships.

If you're looking for private sources of financial aid, you should:

Inquire at community organizations such as the Chamber of Commerce.

Check with churches, businesses, industries, and veterans posts.

Keep in touch with your high school counselor.

Review reference books in the Career/College Center.

Watch for announcements in your local news media.

Search online (**but be wary of fee-based financial aid search companies**).

Check with your or your family's employer, professional association(s), or labor union(s). They often sponsor grants, scholarships, or loans. Some employers will pay part of the price of continuing education for their employees who enroll in job related courses.

Always remember to check daily announcements, daily bulletins, the College/Career Center and www.lths.org for scholarship information. All the information and assistance you may need can be found in the College/Career Center. Do not hesitate to use the resources that we have at LTHS.

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NCAA CLEARINGHOUSE

Clearinghouse Customer Services

Clearinghouse mailing address:

NCAA Clearinghouse
301 ACT Drive
Box 4043
Iowa City, IA 52243-4043

Clearinghouse customer service hours:

8 a.m. to 5 p.m. Central Time Monday through Friday

Toll Free phone numbers (domestic callers only):

Customer Service Line - 877/262-1492

Phone numbers (international callers):

Customer Service Line - 319/337-1492

Fax Number: 319/337-1556

A central clearinghouse will certify your athletic eligibility for Divisions I and II Schools. Here is some important information that will assist you.

Certification

If you intend to participate in Division I or II athletics as a freshman, you must register and be certified by the NCAA Initial-Eligibility Clearinghouse.

Registration Process

In order to be registered with the clearinghouse, you must complete the registration process found at www.ncaaclearinghouse.net (also available at www.ncaa.org). You may pick up a copy of the registration procedures for registering with the NCAA Clearinghouse from your counselor.

Questions and Answers about the Clearinghouse

Q. Why do I need to register and be certified?

If you intend to participate in Division I or II athletics as a freshman in college, you must be registered with and be certified as eligible by the NCAA Initial-Eligibility Clearinghouse. Please note that initial-eligibility certification pertains only to whether you meet the NCAA requirements for participation as a freshman in Division I or II athletics and has no bearing on your admission to a particular Division I or II institution.

Q. When should I register?

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

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Q. Is there a deadline to register?

There is no deadline to register with the clearinghouse; however, you must be certified before receiving an athletic scholarship, practicing and competing at a Division I or II institution.

Q. How do I register?

In order to be registered with the clearinghouse, you must complete the registration process found at www.ncaaclearinghouse.net (also available at www.ncaa.org). You may pick up a copy of the registration procedures for registering with the NCAA Clearinghouse from your counselor. **You must print Release copy 1 and Release copy 2 and bring BOTH to the registrar's office.**

Q. What if I have attended more than one high school?

If you have attended multiple high schools since ninth grade, you must have an official transcript from each school. These transcripts can either come from each school or the high school from which you are graduating. The transcripts must come by mail directly from the high school (not from you). Faxed transcripts are not acceptable under any circumstances.

Q. Are standardized test scores required?

Qualifying test scores are required for participation at both Division I and Division II colleges. If you intend to participate at either a Division I or II school, the test scores **must be sent to the clearinghouse directly from the testing agency**. See your counselor if you have questions about ACT registration.

Q. How can I arrange for my scores to be sent directly from the testing agency?

When you register to take the ACT or the SAT, you can mark code 9999 so that the clearinghouse will be one of the institutions receiving your scores; or if not marked at time of test, you can later submit a request (and fee) for an "Additional Score Report" to the appropriate testing agency by indicating code 9999 on your request form.

Q. What will the clearinghouse provide to the colleges that are recruiting me?

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



<p style="text-align:center">LOCKPORT TOWNSHIP HIGH SCHOOL GUIDANCE SERVICES DEPARTMENT</p>

THE COLLEGE ESSAY

One of the most challenging requirements in the college application process is the college essay or personal statement requirement. Writing a strong essay will provide the college admission staff with additional information that cannot be found on the high school transcript. At some colleges, the essay may carry as much weight as the grade point average, class rank or standardized test scores. There are numerous resources available at Lockport Township High School to assist students with their essay. Each September, the Guidance Services Department offers an essay writing clinic to interested seniors. The Career/College Center offers a variety of resources from college literature, books and periodicals. Additionally, students may wish to view sample essays on the following website: www.essayedge.com.

Where do I begin?

Before you begin your essay, it is helpful to identify the characteristics that make you who you are. First, write down your talents, goals, values and accomplishments. Then ask friends and family to add to the list. Look for the common themes that most accurately reflect who you are. This activity should help you focus on the person that you wish to highlight in the essay.

Some additional tips to consider:

1. Be yourself. Write about something meaningful and describe your feelings. Write from the “heart”, get personal. Do not write what you think the admissions counselor wants to hear.
2. Be creative. Remember that the admissions counselors read hundreds of essays each year. Even the most boring topic can sound interesting when presented in a creative and memorable essay.
3. Answer the question. If the application provides specific questions or guidelines, make sure that you follow them accordingly. If the essay asks you to choose one topic, only address one topic. If the application does not identify the topic, it is important to take advantage of the opportunity to sell yourself to the admissions committee.
4. The introduction is the most important part of the essay. It is important to catch the reader’s interest from the beginning.
5. Use transition from idea to idea, paragraph to paragraph. The use of transition will create a logical flow throughout your essay.
6. Avoid the use of traumatic events or crisis to sensationalize the essay. The inclusion of a trauma or negative event should only be utilized if the writer can demonstrate the positive outcome of the experience.
7. Rewrite, rewrite, rewrite! Obtain input from family, friends, teachers, counselors, etc. Check spelling and grammar. Use the spell-checker and dictionary to proof the essay.
8. Create an original essay. The admission officers are experts identifying plagiarized material and recycled essays.
9. Avoid sensitive or controversial topics. Remember, you don’t know the values or ideals of the individual reader.
10. Conclusions are critical. This is your last chance to impress the admissions counselor. After reading hundreds of essays, will the reader remember you?

The importance of the college essay cannot be overemphasized. Summer vacation provides students with a great opportunity to research college essays and begin to write rough drafts. Consider experiences that may be useful in the development of an essay theme or topic. Create your personal profile sheet highlighting your strengths and talents. When school resumes, take advantage of the numerous resources and personnel to assist you with the development of a top-notch college essay.

**LOCKPORT TOWNSHIP HIGH SCHOOL
GUIDANCE SERVICES DEPARTMENT**

WEBSITE REFERENCES

COLLEGE SEARCH ENGINES

www.collegechoice.com
www.gocollege.com
www.anycollege.net
www.collegeboard.org
www.collegenet.com
www.collegeview.com
www.collegeedge.com
www.collegelink.com
www.princetonreview.com

**INFORMATION ABOUT
OCCUPATIONS & JOB
DESCRIPTIONS**

www.bls.gov
www.careerbuilder.com
www.hotjobs.com
www.salary.com
www.wageweb.com
www.monster.com
www.snagajob.com
www.acinet.org

**INFORMATION ABOUT FINANCIAL
AID AND STUDENT LOANS**

www.fasfa.com
www.finaid.com
www.fastaid.com
www.ed.gov
www.nasfaa.org
www.nelliemae.com

SCHOLARSHIPS

www.collegezone.com
www.fastweb.com
www.scholarshipsearch.com
www.wiredscholar.com

COLLEGE TESTING

ACT

www.act.org
www.actstudent.org

SAT

www.collegeboard.com

ADDITIONAL RESOURCE BOOKS

Rock Hard Apps-Katherine Cohen, PH.D
The Scholarship Scouting Report-Ben
Kaplan
How To Go To College For Almost Free-
Ben Kaplan

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****www.wisemantech.com/guidance

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