

College Application Process

Contents

- [Who to See - Counselor or Career Center](#)
- [Planning Tips and Resources](#)
- [Determining the Best College for You](#)
- [College Acceptance Rules of Thumb](#)
- [College Search Links](#)
- [B-CC's TCCi](#) (college visits at B-CC, college acceptance data, etc.)
- [Processing Your College Application](#)
- [Applying to College On-Line](#)
- [College Tracks](#) - B-CC college mentoring

Who to See - Counselor or College/Career Center

Which information do I get from my Counselor and which from the College/Career Center? There is a great deal of shared information between the Counseling Center and the College/Career Center. You may get help from either place.

See Your Counselor for

- Personal counseling sessions
- Scheduling of classes
- Mediation between students, parents, and teachers
- College application procedures
- Career advising and counseling
- College advising and counseling
- Alternatives to college
- Edison High School of Technology information
- Night school or summer school information and registration
- Special counseling referrals
- Crisis resolution

The College/Career Center focuses on

- College searches and information
- Career searches and information
- Financial aid and scholarship information
- College recruiters
- Testing information (SAT, PSAT, ACT, TOEFL)
- GED information

All grades from high school classes taken in middle school, now appear on your high school transcript.

Planning Tips and Resources

Montgomery County Public Schools (MCPS) offers two brochures on college planning:

- *Getting Started: Career/College Planning Guide for Ninth Grade Students* can be downloaded in PDF format from: <http://www.montgomeryschoolsmd.org/uploadedFiles/info/planningguides/GettingStarted.pdf>
- The **Maryland Higher Education Commission** (MHEC) offers a month-by-month timetable to help high school seniors get organized for choosing a college and finding financial aid options. The calendar is available on the commission's web: <http://www.mhec.state.md.us/> or by calling 410-260-4500.

U.S. Department of Education has an extensive site for Preparing for College. It has links to directories of colleges and universities, interactive services and information about career planning, college selection, and college funding, etc. <http://www.ed.gov/results.html?q=preparing+for+College&cx=017789009494528204701%3Auzmeqn9qxo&cof=FORID:01archived%3A&ie=UTF-8&sa.x=23&sa.y=9#959>

The PTSA's Counseling Advisory Committee offers programs and information sessions related to the college application process for parents and students throughout the school year. These include a financial aid series, a Practice SAT, College Admissions Night, etc. See the [Counseling Advisory Committee](#) webpage.

Financial Planning and Aid

The Maryland Higher Education Commission has a comprehensive site that describes the state's extensive array of financial aid programs, grants, scholarships and awards for students who want to further their education beyond high school.

- Visit the site at <http://www.mhec.state.md.us/index.asp>
- Download the Student Guide to Higher Education and Financial Aid in Maryland from http://www.mhec.state.md.us/preparing/outreach_kit.asp In addition to information about colleges in Maryland, it contains useful information about scholarships in the state of Maryland.

MCPS Financial Aid Workshops

MCPS offers free financial aid workshops. The workshops are held at MCPS highschools.

See <http://www.montgomeryschoolsmd.org/schools/northwoodhs/departments/careercenter/financialaid.html> for the most current information.

The Smart Student Guide to Financial Aid

The National Association of Student Financial Aid Administrators sponsors and maintains this free, comprehensive, independent guide to sources of financial aid. See <http://www.finaid.org>.

Testing Information (SAT, PSAT, ACT, AP, TOEFL)

Two college entrance exams are used for admission, placement and scholarships: the ACT (American College Test) and the SAT (Scholastic Assessment Test). It is recommended that college-bound students check requirements of individual colleges to determine which tests necessary for admission. Other exams are for college credit or to demonstrate proficiency in English.

Determining the Best College for You

Choosing colleges to which you will apply requires careful consideration. Things to think about are location, size of the college, admissions requirements, programs offered, cost to attend, housing,, and activities available on campus. During the 11th grade sign up in the College/Career Center to search for colleges that match your wants, needs, and qualifications.

College Entrance Examination Board and Educational Testing Service

The College Entrance Examination Board and Educational Testing Service provides information about college entrance requirements and other educational services. See <http://www.collegeboard.org/>

U.S. News and World Report Education Site

This site offers information on schools, the financial aid application process, and other tools for choosing the right college, preparing for application, etc. See <http://www.usnews.com/usnews/edu/eduhome.htm>

One of the most daunting tasks for high school students and their families can be searching for the "right" college. Students, you know your "Weighted" Grade Point Average (WGPA) and your SAT scores. Your counselor can tell you your weighted and unweighted cumulative GPA.

College Search Links

[Public Colleges and Universities - United States](#)

[Private Colleges and Universities - United States](#)

[Colleges Around the World](#) , a listing of colleges by country

[Historically Black Colleges and Universities](#)

[Community and Technical Colleges](#)

[U.S. Two-Year Colleges](#) Links to over 1,000 two year colleges

[25 top colleges for Hispanics](#)

[Hillel: The Foundation for Jewish Campus Life](#) provides information for Jewish students about college campuses across the United States

[Colleges with programs for the learning disabled](#)

College Acceptance Rules of Thumb

Do colleges take heavy consideration of students' involvement in extracurricular activities? A general rule of thumb is that extracurricular activities count about 25% of the admissions decision.

In discussions with several admissions counselors, deans and directors the decision is usually based on:

- 50% high school program and GPA/WGPA (which translates into your range of class position)
- 25% SAT scores (these may be weighted more at the most competitive and highly competitive institutions)
- 25% Personal Qualities-as reflected in the extracurricular activities to which you have given significant amounts of time

to know what quality of contributions you have given to the activity. They also like to know if you exhibited leadership organization. Depth of involvement in activities is preferred, rather than a breadth of activities. Your sports and activities kind of broad interest you have as well as the time management skills you possess.

B-CC's TCCi

The [B-CC TCCi](#) provides information on colleges, collage visit schedules, historical acceptance trends, and information about the

Come to the Counseling Department to obtain the password to enter the site. This site is for all BCC student to see how their friends fared over the last 8 years did getting into colleges.

Processing Your College Application

Submit Transcript Requests **1-month before they are due.**

Step 1: Have your parent/guardian fill out and sign the **YELLOW [Release of Records](#)** form (it's not yellow online, but you can use it that way if you download it from the web site). This must be completed the first time you request a transcript and you do this only once no matter how many transcripts you need.

Step 2: Fill out the [Secondary School Report Form](#) (Bethesda-Chevy Chase generic form)(only once) or the Common Application (only once) or the Secondary School Report Form specific to the college or university. All schools take the B-CC form.

Step 3: Complete your [self assessment form](#) (if you have not already done so) and hand it in at the counseling office. Turn it in to your counselor at your college meeting and is helpful to the counselor when filling out the recommendation.

Step 4: Make an appointment with your counselor to talk over career paths and/or colleges you might be interested in.

Step 5: Fill out the **BLUE "request for transcript" form** (which is not blue online but you can still use it to submit your request). Each transcript request needs a **separate** blue form package filled out. The first three transcripts are free for seniors and the cost is \$5 for each additional one.

Step 6: You'll need a 9x12 envelope with the college's address filled out in the front section, and **no return address** (the school will stamp the school's address on the return section). The mailing needs **three** first-class stamps, which you must purchase.

Step 7: Please paper clip the following to the outside of the envelope:

- The "blue form" (filled out)
- A check or cash (cash may be put inside the envelope or given to the registrar directly; checks should be made payable to B-CC High School), and
- The Secondary School Request Form, the Common Application, or the college's own form. You only need one of these. And, if you already have one on file, you do not need to do another, the school will use that one.

Step 8: Bring your addressed and stamped envelope, with the blue form, the payment, and the B-CC form or Common Application to the **REGISTRAR'S** office and sign it in on the clip board (and put the clip board sign-in number on the blue form). The **clipboard number/sign-in number** is very important because if something should get lost, this is how it is tracked. Write it down!

Step 9: On request, **first semester** grades will be sent to colleges for students who have submitted an addressed and stamped (first-class) regular-size envelope for **each** college to which grades are to be sent. Please notify the registrar where your **grades** should be sent and include another stamped (first-class) regular-size envelope. Put the college address on the envelope but **NOTHING** in the return section. This envelope is separate from the 9x12 envelope mentioned above.

Please note: **SAT and ACT scores cannot be sent from B-CC to the colleges.** Students should contact the College Board themselves to have those scores sent directly to the college:

[SAT: Sending Your Scores](#)

[ACT: Send Your Scores to Others](#)

The school does have IB and AP scores (if you've taken the AP test) and can send those.

New Application for the University of Maryland at College Park

Remember to apply to the University of Maryland by the **NEW** Priority Application deadline of

NOVEMBER 1, 2009

Applying by this deadline ensures you will receive **BEST CONSIDERATION** for admission as well as for merit-based scholarship invitations to special programs.

Please note that in order to qualify for this priority consideration your entire application and all additional materials must be submitted by **November 1**.

www.admissions.umd.edu

- The regular application date is January 20.

Applying to College On-Line

The Common Application, <http://www.commonapp.org/>, is the recommended form of 230 colleges and universities for admission to undergraduate programs. Many of these institutions use the form exclusively. All give equal consideration to the Common Application or a college's own form.

Students can use Common App Online to complete forms and submit them electronically or in hardcopy. Or they can download the PDF and complete them either on-screen or manually, then print and mail hardcopy.

[University System of Maryland](#)

Apply online to all Maryland State Colleges and Universities, Access ARTSYS - the transfer Articulation System, and Search for

CollegeTracks

CollegeTracks is a college/career mentoring program started by B-CC parents. Volunteers in the College/Career Center provide assistance to B-CC juniors and seniors in their college and/or career application process. This process includes help with the SAT or ACT preparation, as well as work with college essays, resumes, etc. Students, stop by the College /Career Center on Tuesday afternoons at 2:15 pm. or Thursday at lunch. [College Tracks page](#)