

12th Grade College and Career Planning Guide



Franklin High School

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SENIOR YEAR CHECKLIST

ALL SENIORS:

<input checked="" type="checkbox"/>	DO LIST	NOTES
<input type="checkbox"/>	Monitor your graduation status: Review your transcript, sign up for evening school/credit recovery (if needed)	
<input type="checkbox"/>	Monitor your academic progress: Track grades in StudentVue, attend tutorial, etc.	
<input type="checkbox"/>	Check email & texts regularly (for info. about specific meetings, events, scholarships, financial aid, deadlines, etc.)	
<input type="checkbox"/>	Attend college & career events, discussions & meetings: Senior presentations, Virtual Tours, College Admissions Rep Visits, College Night, etc.)	
<input type="checkbox"/>	Meet with your counselor or career coordinator for guidance: college application help, resume writing, connecting to trades/military, etc.	
<input type="checkbox"/>	Join our counseling department Remind: Text 81010 @47de8c	Your counselor may have his/her own as well!
<input type="checkbox"/>	Make plans to pay any outstanding fines/book losses	
<input type="checkbox"/>	Build your personal portfolio: seek leadership opportunities, work/volunteer, clean up your social media accounts (email username!), etc	

**The class of 2021 will not need to complete any remaining CRLE's or Essential Skills!*

FOR STUDENTS APPLYING TO COLLEGE:

<input checked="" type="checkbox"/>	DO LIST	NOTES
<input type="checkbox"/>	Practice for and/or take the SAT, ACT, or Subject tests (if applicable)	
<input type="checkbox"/>	Explore & review all resources available to you: FHS Counseling Website , College/Career Planning Guide (11th), Maia Learning Instructions , & this planning guide!	
<input type="checkbox"/>	Create necessary accounts: Common App profile, FSA ID (for FAFSA)	
<input type="checkbox"/>	Get Organized: college application deadlines, scholarship deadlines, materials needed, etc.	
<input type="checkbox"/>	Research & Apply for Scholarships (use Going Merry , College Websites, our spreadsheet , & CIS). Join our Remind Scholarship group @f8d339	
<input type="checkbox"/>	Write, edit & have someone review your college/scholarship essays	
<input type="checkbox"/>	Complete a Brag Sheet if you need a Counselor's recommendation	templates coming soon
<input type="checkbox"/>	Request college application supporting documents 3 weeks in advance in Maia Learning: Letters of Recommendation, Transcripts, Counselor Forms, etc.	Instructions coming soon!
<input type="checkbox"/>	Complete your applications: 2/4-year College applications, FAFSA , ORSAA , OSAC , Oregon Promise , etc.	

KEY DATES

<input type="checkbox"/>	Financial Aid Night: September 16 6:00-7:30pm & September 30th 6:00pm (Spanish)
<input type="checkbox"/>	Ready for FAFSA, Help with making your FSA ID: September 30th 1pm
<input type="checkbox"/>	District-wide Virtual Post-Secondary Planning Event: Tools for Your Future: Oct 21 10a-3:15p
<input type="checkbox"/>	FAFSA / ORSAA: Opens October 1st: Help Session at 1 pm:
<input type="checkbox"/>	OSAC Application Deadline: March 1st

COLLEGE & CAREER PLANNING TIMELINE

Below is a general list of “to do” items during the college & career application process, separated out by month.

SUMMER

- Review your list of colleges
- Register & practice for any Fall SAT/ACT tests
- Register with NCAA Eligibility Center (athletes only & if haven't already)
- Take the SAT/ACT (if applicable)
- Create a Common App account/profile

OCTOBER

- Fill out & Submit FAFSA/ORSAA
- Start filling out applications
- Submit applications for early deadlines
- Complete brag sheet for letters of recommendation (if not done yet)
- Request materials from counselors for early applications
- Request all letters of recommendations (Maia)
- Request transcripts (Maia)
- Practice for &/or take the SAT/ACT
- Apply for scholarships
- Attend college rep visits at school

DECEMBER

- Take SAT Subject Tests (if applicable)
- Continue to work on and submit applications for regular decision deadlines
- Request transcripts & materials from counselors for remaining applications
- Apply for Scholarships
- Submit FAFSA/ORSAA and/or resubmit for errors
- Receive notification letters from early application schools
- Finalize list of any additional colleges to apply to
- Start filling out OSAC application
- Request official SAT/ACT scores (if needed)
- Start filling out Oregon Promise (Community College students with 2.5 GPA)

FEBRUARY

- Submit rolling admissions applications (if applicable)
- Continue to apply for scholarships
- Receive decision letters
- Apply to Two-Year Colleges / Trade School (if applicable)
- Meet with Two-year college and/or trade school reps (if applicable)
- Fill Out Oregon Promise (if applicable & have 2.5 GPA)
- Finish up OSAC application
- Apply to scholarship at 4-year colleges (after you're accepted)

APRIL

- Narrow down your decision
- Continue to fill out scholarship applications
- Review financial aid award letter from college(s)
- Contact college Financial Aid offices with questions/concerns about
- Apply to Two-Year Colleges / Trade School (if applicable)
- Receive some scholarship notifications (outside & from colleges)

SEPTEMBER

- Practice and/or take the SAT/ACT
- Meet with your Counselor to review your graduation status & your plans
- Meet with our Career Coordinator (Martin) if you have an interest in trades/employment
- Narrow down or finalize the list of colleges you plan to apply to
- Attend College Representative Visits at School
- Organize application deadlines & determine if you are applying early to any colleges
- Create a Common App account/profile (if not done yet)
- Ask teacher(s) to write you letters of recommendation
- Complete brag sheet for letters of recommendation
- Work on personal statement / application essays
- Create your FSA ID (for FAFSA)

NOVEMBER

- Take the SAT/ACT
- Submit applications for early deadlines
- Work on applications for regular decision deadlines
- Request transcripts as needed (Maia)
- Request materials from counselors for early applications (if not done yet)
- Apply for scholarships
- Submit FAFSA/ORSAA
- Review FAFSA/ORSAA eligibility & resubmit for errors
- Request official SAT/ACT scores (if needed)
- Attend college rep visits at school

JANUARY

- Submit remaining applications with regular deadlines
- Request mid-year transcripts & counselor reports for all colleges (Maia)
- Continue to apply for scholarships
- Continue/start filling out OSAC or Oregon Promise applications
- Research Two-Year Colleges / Trade Schools (if applicable)
- Review FAFSA/ORSAA eligibility & resubmit for errors (if applicable)

MARCH

- Continue to apply for scholarships
- Receive decision letters from schools (& scholarships from colleges)
- Organize acceptances and weigh your options
- Apply to Two-Year Colleges / Trade School (if applicable)
- Fill out Oregon Promise application (if haven't yet & if applicable)
- Apply for scholarships at Community Colleges
- Submit OSAC application

MAY/JUNE

- Notify colleges of your decision
- AP exams (if applicable)
- Receive scholarship notifications
- Send Final Transcripts (pending graduation)
- Thank you letters (optional)
- Update Maia / notify PHS of your decision & scholarships

COLLEGE APPLICATION CHECKLIST

If you're applying to four-year college, follow the steps below in the order listed!

<input checked="" type="checkbox"/>	DO LIST	WHERE/HOW
<input type="checkbox"/>	<p>1. Add your schools to your Applying List</p> <p>Universities > Applying List > Add University</p>	Maia
<input type="checkbox"/>	<p>2. For each school, identify: <i>Application Type</i> (Coalition, Common App, Online App, or Other App), <i>Term</i> (will be fall in most cases), <i>Application Plan</i> (Early Decision, Regular Decision, Priority, Early Action, Rolling)</p> <p>Check that the <i>Deadline</i> has auto-populated once you've selected a plan</p>	Maia
<input type="checkbox"/>	<p>3. If you are applying to ANY colleges via the Common Application, log in to your CA account. In the Education section, use CEEB code 380870 to add Franklin High School (do not search by name). Then, enter at least ONE college in My Colleges</p>	Common App
<input type="checkbox"/>	<p>4. Sign FERPA agreement</p> <p>Select 1 college from your list > Recommenders and FERPA > Complete Release Authorization > Check the box next to "I have read and understood..." > Continue > Check the box "I acknowledge that every school..." > Check the box "I waive my right"...> Check the box "I understand..." > Name, date, Save and Close. (For help, watch this youtube video)</p>	Common App
<input type="checkbox"/>	<p>5. Sync your Common App to your Maia Account</p> <p>Profile > Application Systems > Click to link your account > Continue</p>	Maia
<input type="checkbox"/>	<p>6. If you need a letter of recommendation from your COUNSELOR, complete a Brag Sheet*</p> <p>(Do NOT invite counselors to write a letter from Common App)</p> <p><u>Download</u>: Request Recs > Download Recommendation Form > Fill it out & Save <u>Upload</u>: Maia Drive > +New > Upload File > Configure > Visible to Selected Staff > Choose Counselor by Name > Save</p>	Maia
<input type="checkbox"/>	<p>7. Request Letters of Recommendation from TEACHERS*</p> <p>(Do NOT invite teachers to write a letter from Common App. Use Maia only)</p> <p>Universities > Request Recs > Select Teacher(s), Schools, & Deadline > Enter note > Save</p>	Maia
<input type="checkbox"/>	<p>8. Request Transcripts*</p> <p>Universities > Applying List > Request Transcript</p>	Maia
<input type="checkbox"/>	<p>9. Notify your counselor that you have requested the above materials*</p>	Email

***Transcripts, letters of recommendation, and notification to your counselor MUST be requested AT LEAST 3 working weeks prior to the due date of your materials. Brag sheets must be completed at the time of this request if you need a letter of recommendation from your counselor.**

If you do not know how to use Maia, [READ THESE INSTRUCTIONS FIRST](#)

TYPES OF ADMISSIONS

Once you decide which colleges you will apply to, you also need to determine which application deadline for which you will submit your applications. Each college has its own set of deadlines, and there may be more than one to choose from. Below are the five types of application deadlines.

Early Decision (ED)

With Early Decision, you submit your application in early Fall and usually get your decision in/by December. Although an ED deadline has a similar timeline to Early Action (below), it has one huge difference: *ED is binding*. This means, that by applying for ED, you are agreeing to enroll there if you are admitted. If accepted, you must withdraw your applications to other schools. You can only apply ED to one school. You should be 100% sure the college is the one for you before applying ED.

Early Action (EA)

Early Action is less intense than ED because it is *not* binding. If you apply EA and are accepted, you still have an opportunity to decide whether or not to enroll in that school. With EA, you also submit your application in early/mid Fall, and usually get your decision in/by December. You can apply EA to multiple schools. Some schools have several EA deadlines, with an "Early Action I" falling a few weeks before "Early Action II".

Single Choice Early Action (SCEA) / Restricted Early Action (REA)

Single Choice Early Action functions much like the typical EA deadlines, except you can only apply to one school this way. It is non-binding, so if you are accepted you do not have to enroll there. You can apply to other schools, as long as you do not apply EA or ED to them. Not many colleges offer this, but it's worth considering, as it shows that you are very interested in attending this school.

Regular Decision (RD)

This is the default application deadline. Typically, applications with this deadline are due in January or February, and you receive a decision in March/April. These are non-binding and available at most schools. Institutions typically offer RD deadlines plus an option for ED, EA, or SCEA.

Rolling Admission (RA)

Schools with rolling admission deadlines allow you to apply until a certain date, which is often as late as May-July, or until the programs fill up. If a program fills up, no more applications will be accepted, so it's best not to wait too long despite the late date. Many RA schools recommend applying on the same timeline as RD deadlines. Some schools with rolling deadlines will set admission deadlines for particular academic programs, so be sure to double check the deadline for your major.

(Resource: CollegeXpress.com)

Not sure which deadlines your schools offer? Find the application deadlines on each school's application/website or on the Common App (if using).

APPLICATION PROCESS

The college application has three main components, which will be completed simultaneously:

1. The application
2. Supplemental Materials (Supporting Documents)
3. Financial Aid

THE APPLICATION

Step 1. Determine which schools you are applying to and get organized

- Record dates & deadlines, add schools to any relevant technology programs (Maia Learning)
- Prioritize your schools using whatever criteria are important to you & note their deadlines!

Step 2. Create necessary online accounts/profiles

- Bookmark www.commonapp.org and websites in which you are applying directly to the school

Step 3. Complete and submit your applications and supporting documents (see below)

SUPPLEMENTAL MATERIALS (Supporting Documents)

Step 1. Determine what (and how many) supplements you need for each school

- Letters of Recommendation, Official SAT/ACT Score Reports, Resume.

Step 2. Request supporting documents (in Maia)

- Complete your brag sheet and speak to your counselor to request documents
- Things that you need your counselor to do must be **requested THREE WEEKS IN ADVANCE**
- Group your requests so materials arrive to schools around the same time as your application

Step 3. Send remaining materials

FINANCIAL AID

Step 1. Determine if you are eligible to file FAFSA or ORSAA

- Visit www.oregonstudentaid.org or refer to the 11th grade handbook to determine eligibility

Step 2. Create your FSA ID [here](#) (click "Start Here") AND have your parent/guardian create one too

Step 3. Gather the materials needed for FAFSA/ORSAA AND/OR start to apply for scholarships

Step 4. Start your FAFSA application (after October 1st) or ORSAA application

Step 5. Search and apply for scholarships, again and again and again!

Step 6. Review your EFC and correct any FAFSA errors

- Look for an email from FAFSA regarding your application and make any corrections if needed

Step 7. Receive and review your Financial Aid package

- In the Spring, you will receive a financial aid package from the colleges to which you have been accepted to. Once you decide on a school, claim the financial aid you will accept.

MAIA LEARNING: REQUEST APPLICATION MATERIALS

Using Maia Learning

Maia Learning is a college and career exploration and planning tool for all of your post-secondary planning needs. Features of Maia Learning include setting goals, completing college/career related tasks and activities, setting deadlines, signing up for College Admissions Visit, and organizing your college applications. **When applying to four-year colleges, you must use Maia Learning to request all supplemental materials, including letters of recommendation and transcripts.**

Before requesting materials, you must add colleges to your Applying List:

1. Under **Universities**, Click on **Applying List**
2. Click **add University** and search by name
3. You can identify level of interest for each college by selection an option under “Choice” (optional)
4. You MUST fill in the application details below:
 - a. Application Type: Coalition, Common App, Online App, or Other App (i.e. paper application)
 - b. Term (will be fall in most cases)
 - c. Application Plan: Early Decision, Regular Decision, Priority, Early Action, Rolling.
 - d. Leave “status” blank and do not change/edit “internal deadline”

Requesting letters of recommendation

Important information when requesting letters of recommendation:

-Letters of recommendation will be uploaded to Maia Learning and then submitted to your colleges directly.

-*You must request letters at least 3 weeks in advance of the date you need it by.*

-If you need a letter of recommendation from your COUNSELOR, you MUST follow the Brag Sheet steps below before requesting a letter. If you do not upload a brag sheet, your counselor will not be able to write you a letter of recommendation

How to request a teacher’s letter of recommendation

1. On the left-side navigation menu, click **Universities** and select **Request Recs**.
2. A list of recommenders (teachers) pops up. Search by name or browse the list, and check the box next to those you want recommendations from. (DO NOT USE THIS FOR COUNSELORS)
3. In the next box, select the universities you want these recommenders to write letters for.
 - a. Identify the date you need a recommendation by. In **Date Picker**, select the WEEKDAY that is nearest the application deadline for which you are applying AND that does not fall over a school closure. For example, if your application is due Monday, November 30th, select Friday November 20th
4. Repeat this process as needed with different universities and different recommenders.

Requesting transcripts

1. Under **Universities**, click on your **Applying** list to see the schools you plan to apply to
2. Check the box next to **Request Transcript** and then click **Submit Application**.

Important Note: You **must** identify the date you need a transcript by. Select the WEEKDAY that is nearest the application deadline for which you are applying AND that does not fall over a school closure. For example, if your application is due Monday, November 30th, select Friday November 20th.

THE COMMON APPLICATION

What is the Common Application (“The Common App”)

The Common App is one electronic college application that students can send to multiple institutions at one time. There are currently 750+ institutions (public and private) in 48 states plus Washington, DC that participate in the Common App.

Using the Common App

To submit college applications using the Common App, click [here](#). The application includes a detailed personal and educational profile, similar to any other college application. Applicants can search for schools that accept the Common App directly on the website, and add schools to their list in their Common App account (students can also refer to their colleges saved in Naviance to check if they use the Common App). Students will go tab by tab through the application entering information, uploading necessary documents, and/or completing essays. Common App has a general personal statement essay section, but some institutions will also have supplemental questions of their own. If schools have additional essays or requirements, it will appear on the student’s individual application as long as those schools are added to the student’s list in his/her Common App account.

Once complete, students can submit their application to schools on their list, either all at once or in chunks according to timelines or desirability. Students will pay an application fee for one or more schools, which may vary in amount, at time of submission. To request a fee waiver, students can do so through their application in their **profile** section.

Even when applying through the Common App, students still need to request your transcripts and letters of recommendation through Maia Learning. To do so, you must first sync these two accounts together.

Linking Common App to Maia Learning

PART 1: Common App

1. Create & log in to your Common App account
2. Complete the required fields in the Profile & Education section. In the high school portion, use our *CEEB Code 380870* to find and select Franklin High School (do NOT search by name).
3. Enter at least 1 college on your **My Colleges** list. Go to "College Search" to add one if needed. Select 1 of the colleges from your list, and click on **Recommenders and FERPA** and click **Complete Release Authorization**.
4. Check the box next to “*I have read and understood the FERPA Release...*” and click on Continue
5. On the following screen, check the box “*I acknowledge that every school I have attended may release all...*”.
6. Check the box next to “*I understand...*” and enter your name and date. Click **Save** and **Close**.

PART 2: Maia

1. In your Maia account, click on your **Profile**
2. Scroll down to **Application Systems** and select the link **Click to link your account**
3. A pop up window will appear. Click **Continue**. You will be redirected to the Common App site. Log in using your Common App account username and password. In the pop-up, check the box next to “*I Agree*” to share your Common App information with MaiaLearning, and click **Connect**

Want more help? Learn more about using the Common App here <https://www.commonapp.org/how-apply>

LETTERS OF RECOMMENDATION

Most, if not all, college applications will require at least one letter of recommendation from a teacher, counselor, or educational professional. A letter of recommendation is a chance for the admissions committee to learn more about an applicant as a student, as an individual, and as a potential member of their campus community from the perspective of someone that has taught or worked with the student during high school. There is no concrete evidence indicating how much weight the letter of recommendation has on acceptance, but a good letter of recommendation can only do good things!

Who To Ask

Try to ask teachers of classes that are relative to your major/academic program, when possible. When possible, students should try to choose teachers from junior or senior year, a teacher they've had more than once, or someone they have a positive relationships with

Counselors can be a great option if the counselor has had an opportunity to get to know the student or has been involved with a student's growth and success. Depending on the student's area of intended study, other educators and adults who have worked closely with the student and can speak well to the student's strengths are also an option, such as a teacher who directed the student in a play, a teacher who advised the student in a club, or a coach.

When to request a letter of recommendation

1. *Two months ahead:* Speak to the teacher/individual to verbally request a recommendation
2. *Four weeks ahead:* Provide the recommender a Brag Sheet or resume (as requested by the recommender) so that he/she can speak in detail about all of your attributes and accomplishments
3. *Three weeks ahead:* Submit official request in Maia Learning

How to request letters of recommendation

First, students should talk to the teacher (or email) well in advance that they wish to request a letter from. That teacher may ask for a resume or brag sheet. Once the teacher agrees, students should submit the electronic request for letters using Maia Learning (at least 3 work weeks prior to the application due date). Students should never invite a recommender from the Common App. See your [Maia Learning Instructions](#) for the step by step process of requesting letters in Maia.

How many letters to request

Students should only request the number of recommendations that each institution asks for, no more, no less. Following the directions outlined by a college is the first step in demonstrating academic capability and responsibility.

Other uses for letters of recommendation

Scholarship applications may have an option to include a letter of recommendation. Whenever there is an option to do so, students are encouraged to submit one. Typically, the same letter can be used for college and scholarship applications, with some minor tweaking if necessary. Letters of recommendation for scholarships will have its own link to upload one, or the recommender should give the student a letter in a sealed envelope. Jobs and internships may ask for references or letters of recommendation. Letters can typically be recycled with some minor edits, and any one that can provide a relevant recommendation can write the letter.

STUDENT BRAG SHEET

Your Counselor needs a completed brag sheet to write you the best possible letter of recommendation.

DIRECTIONS: In Maia, download the brag sheet, fill it out and save it to your Maia account. If you have made an agreement with your counselor to complete via Google Docs, make a copy, fill [this](#) out, and share it with your counselor. **#10 is for your parent/guardian to complete; although not required, a parent/guardian's input is highly recommended.**

NAME: _____ **ID** _____

Email Address: _____ **Estimated GPA:** _____

What languages do you speak? _____

1. What colleges (or scholarship, if applicable) are you applying to?

2. What are you considering as your major in college, **and why**?

3. What three adjectives would you use to describe yourself? Choose one, and give specific examples of a time you exemplified these qualities.

4. What have you learned about yourself since starting high school? How have you changed?

5. How do you spend your free time? (*hobbies*)

6. Choose **one** of the following and share what you've learned:
 - a: describe an experience that has changed your perspective on an issue
 - b. Describe an event that has had a significant impact on you
 - c. Describe an obstacle that you have overcome.

9. Is there anything else you would like colleges/universities to know about you?

10. Parents/guardians: We are happy to hear from you! Please share anything else you'd like us to know about your child:

Fill in the activities chart where applicable (*You will need this for your OSAC application*)

Volunteering / Community Service	Dates From/To	Hours Per Week/Month	Total Hours	Responsibilities
School Activities / Clubs	Dates From/To	Hours Per Week/Month	Total Hours	Responsibilities
Employment	Dates From/To	Hours Per Week/Month	Total hours	Responsibilities
Honors, Awards & Accomplishments	School Year	Description		

SAT AND ACT CALENDAR

NOTE: due to COVID circumstances, dates and procedures are subject to change. Check the testing websites for the most up-to-date information, procedures, and safety requirements. Changes and cancellations will be communicated directly from the testing company to registered students. Click [here](#) for SAT covid updates. Click [here](#) for ACT covid updates.

SAT

FALL TEST DATE	REGISTRATION DEADLINE	LATE REGISTRATION DEADLINE	SCORE BACK DATE (estimate)
August 29, 2020	July 31	August 11	September 21
September 26, 2020	August 26	September 15	October 9
October 3, 2020	September 4	September 22	October 16
November 7, 2020	October 7	October 27	November 20
December 5, 2020	November 5	November 17	December 18
January 2021 TENTATIVE	TBD	TBD	TBD

To register for the SAT: Visit <https://www.collegeboard.org/>. Click on "SAT" and then "Register Now".
 SAT COST*: \$68 (with Essay) / \$52 (without Essay) Late registration fee: \$30

ACT

TEST DATE	REGISTRATION DEADLINE	LATE REGISTRATION DEADLINE
September 12, 2020	August 28	August 28
September 13, 2020	August 28	August 28
September 19, 2020	August 28	August 28
October 10, 2020	September 17	TBD
October 17, 2020	September 17	TBD
October 24, 2020	September 18	March 25, 2019
October 25, 2020	TBD	TBD

To register for the ACT: Visit <http://www.act.org/>. Click on "Register for the ACT".
 ACT COST*: \$70 (with Essay) / \$55 (without Essay) Late registration fee: \$35*
**no late fees for September 2020 tests!*

**If you need and qualify for a fee waiver, please contact your Counselor before you register to obtain a waiver code!*

FINANCIAL AID

We host a Financial Aid Night early in the fall semester each year. This event aims to guide students and parents through the process and provide helpful information from financial aid experts.

FINANCIAL AID REVIEW (refer to the *Financial Aid* section of your *11th Grade Planning Guide for additional information*): Financial Aid is money that makes up the difference between what college costs and what a family can afford to pay. The four types of financial aid are grants, loans, scholarships, and work study, and must be applied for using the Free Application for Federal Student Aid (**FAFSA**) or Oregon Student Aid Application (**ORSAA**). Grants are often need-based and do not have to be repaid. Federal loans generally have lower interest rates than private loans, and are offered as subsidized or unsubsidized. Scholarships may be need-based or merit-based, and they can be one-time rewards, or renewable each year. Scholarships always require some sort of an application, whether that means applying for college admission to be considered for a scholarship, or submitting an independent scholarship application.

The financial aid application process takes place over several months, beginning with the creation of a FSA ID, followed by the submission of the FAFSA or ORSAA application, and then receipt of financial aid packages provided by each college. Oregon residents have access to additional opportunities for grants and scholarships through the OSAC application and Oregon Promise.

FAFSA vs. ORSAA

If you are unsure whether to file FAFSA or OSAA, see the chart below:

Do you have a Social Security Number?	Are you a US Citizen?	Are you a US Permanent Resident?	What you should submit:
Yes	Yes	Yes	FAFSA
Yes	No	No DACA, Yes Permanent Resident	FAFSA
Yes	No	Yes DACA	ORSAA
No	Yes	n/a	Get SSN, then FAFSA
No	No	Lived in OR 12+ months	ORSAA
No	No	No	Not eligible

FILING FAFSA

That FAFSA application opens October 1st each year. The process of applying for financial aid takes place over several months (see below). Once you file FAFSA/ORSAA, you will receive an initial amount of financial aid that you may qualify for based on the dollar amount that the government estimates is your family's **Expected Family Contribution (EFC)** to the cost of college. The EFC dollar amount is calculated by using your family's taxed and untaxed income, assets, and benefits (such as unemployment or Social Security). This information will be sent to the colleges that students apply to, as long as students enter the names of the institutions in their FAFSA account. Once accepted to a college, that college will use the student's FAFSA information to determine the amount and type of financial aid that the college will offer the student, referred to as a financial aid package

STEPS TO FILE FAFSA

Step 1. Create Your FSA ID [here](#)

- Both the student and parent each need one
- IMPORTANT: record them somewhere so you do not lose or forget them!

Step 2. Fill out your FAFSA [here](#)

- A parent or student can fill it out. An electronic signature will be required by both at the end
- Select the FAFSA application for the year you will attend college

Step 3. Fill in your demographic information

- Note: this is the student's information

Step 4. Add the school's you're applying to

- You can add up to 10 schools
- While you do not have to apply to every school you enter, you do need to have every school you apply to in your FAFSA list. It's easiest to add the schools when you complete your FAFSA

Step 5. Answer the dependency status question

- If you are a dependent, you'll be required to report information about your parent(s). Independent students can skip the next step

Step 6. Fill in your parents' information

- Note: If you don't live with your parents but you're a dependent, you need to fill this out

Step 7. Fill in your financial information

- Fill in you and your parents' financial information for the *previous* tax year by reporting their income earned & received
- If you filed taxes, you can import the information by using the IRS Data Retrieval Tool. Otherwise, use your W2's and other paperwork to manually enter the information.

Step 8. Sign and Submit

- Both you and your parent needs to sign the form
- Signing electronically will result in quicker processing

Taken from [8 Steps to Filling Out the FAFSA](#)

WESTERN UNDERGRADUATE EXCHANGE (WUE)

WUE is a regional tuition-reciprocity agreement that enables students from Oregon to enroll in more than 150 participating two-year and four-year public institutions in states surrounding Oregon at a discounted tuition rate. WUE tuition rates and policies for obtaining those rates vary from college to college; some participating WUE colleges will automatically include the discount with a student's financial aid package, while others may require that students apply. Each college's WUE policy can be found on the college's Financial Aid page of their website. For a complete list of colleges that participate in WUE, visit their [website](#).

SCHOLARSHIPS

SCHOLARSHIP REVIEW (*refer to the Scholarship section of your 11th Grade Planning Guide for additional information*) Scholarships are financial awards that do not have to be paid back. They may be offered one-time, or on a renewable basis. Scholarships have a wide variety of eligibility criteria, such that hopefully almost every student has an opportunity for some sort of scholarship. Scholarships are typically either **merit-based** (they have some level of contest to them) or **need-based** (there is demonstrated financial need). Merit-based scholarships can be broken up into several types of scholarships.

TYPES OF SCHOLARSHIPS

Academic scholarships are scholarships in which students must have a qualifying GPA (typically above a 3.0), and may sometimes also include involvement in extracurricular activities or public service. They typically have the highest payouts and are considered very prestigious.

Athletic Scholarships are one of the most highly visible, competitive scholarships available in which a very high level of athletic ability and a solid academic background are required from early on in high school. Students typically need to be nominated by their coach or Athletic Director.

Student-Specific Scholarships are those in which students must possess a specific quality, characteristic, skill, or background. There are a great number of minority scholarships available, ranging from general to specific in their ethnic requirements. Some minority scholarships are directed towards students with particular college major interests such as engineering, medicine or mathematics. Other student-specific scholarships include scholarships for females, first-generation students, students who identify as LGBTQ, students who have been in the foster care system, etc.

Community Service Scholarships are a reward for students who love to give back to their communities. A history of community involvement and civic accomplishments are typically required to earn one of these, and there may be a requirement to continue community service at college.

Creative Scholarships are competitive scholarships for artistic students, including music, performance, and art. typically require applicants to present samples of their artwork or audition tapes to be considered.

Unique Scholarships are offbeat scholarships that do not necessarily fall into another category. They may include an unusual skill, interest in a specific industry, or an essay writing or artistic contest on a specific topic. They are often a smaller payout, but every scholarship counts when evaluating the cost of college!

Adapted from Go College.com and Scholarships.com

SEARCHING FOR SCHOLARSHIPS

Our Counseling Department shares scholarship opportunities and resources with students throughout the year through email, text, the FHS website, and other communication. Although we notify students of scholarships, students are encouraged to search on their own using other tools and resources. Ultimately, the opportunity to obtain a scholarship is dependent on each student's commitment to applying. There is no limit to the number of scholarships a student can apply for!

Below are some websites students can use to look for merit and need-based scholarships:

[Oregon CIS](#): Search a general list or be matched to scholarships

[Going Merry](#): Search AND apply for scholarships on this site. This is also the website to apply for our Parkrose Community Scholarships (previously on paper). THIS IS A GREAT TOOL!

[College Board](#): Enter some basic criteria for a comprehensive list of scholarships

[Oregon Gear Up](#): View a large list of scholarships

[Black United Fund of Oregon](#): apply for ACCESS scholarships to Oregon colleges

[OSAC](#): Oregon students can access a large database of scholarships to apply to 40 scholarships at once after filing their FAFSA

[Oregon Promise](#): Application for a grant to community college

[UNCF](#) and [Thurgood Marshall College Fund](#): African American students can access a variety of scholarships

[Maia Learning](#): Students can search for scholarships (coming soon)

A list of scholarships and links to their applications, plus a list of other tools and websites students can use to look for scholarships can be found [here](#). Other general websites to search for a wide range of scholarships include, but are not limited to: MyScholly.com, Scholarships.com, and Fastweb.com

SCHOLARSHIPS DIRECTLY FROM COLLEGES/UNIVERSITIES

Colleges and universities may offer scholarships to students at their time of acceptance, or with their financial aid package. Scholarships offered with acceptance to the institution are typically based on the applicant exceeding the admissions criteria by having a competitive GPA or SAT/ACT score. Private colleges with higher initial tuition costs often offer students more significant scholarships.

Colleges may also have scholarships that students can apply for after they've been accepted. Such scholarships may include diversity scholarships, scholarships for specific college majors or academic departments, and other merit-based criteria. Students typically apply to these scholarships directly through the university, rather than using one of the websites from the list above. Students interested in a scholarship directly from their college are encouraged to check on the college's website.

OFFICE OF STUDENT ACCESS AND COMPLETION (OSAC)

The Higher Education Coordinating Commission (HECC) is committed to assisting Oregonians in their pursuit of higher education. As a result, this scholarship application is available only to Oregon students, and provides access to nearly 500 different scholarships.

The application is due March 1st each year; it can be time consuming and includes 6 short essays. Students must first submit their FAFSA application. Once filed, students can fill out their [OSAC application](#), which is typically made available in October/November. When completing the application, students will search a catalog of scholarships and can select a variety to apply to. This is also where Franklin High School Scholarships will be posted!

OREGON PROMISE

Oregon Promise is a financial aid grant for Oregon students to attend community college. There is a minimum GPA requirement and [application](#) to apply. Students must submit their FAFSA first.

WRITING A SCHOLARSHIP ESSAY

Taken from “The Ultimate Scholarship Book 2018”

All scholarship essays ask the same underlying question: Why do you deserve to win? You should know the purpose of the scholarship, and your essay must explain how you will fulfill the mission of the scholarship.

FINDING YOUR APPROACH

Some essays ask you to write about a specific topic, while others ask you to tell the committee about yourself. Whether you are selecting a topic or deciding on your approach, think about what the scholarship is for and who is reading your essay.

When selecting your own topic, first make a list of possible topics...”What was significant in my life?” “What have I learned from these experiences?” “What are my goals for the future?” Next, eliminate topics that do not allow you to answer the question of *why you deserve to win*. Then, choose the topic that is most interesting to you and that you care about the most.

DO’S

- Share a “slice of life” to keep your essay original; focus on a particular moment, day, or incident.
- Personalize your essay; share your life experiences and how they have affected you.
- Make sure you have a main point and support your statement with details and examples.
- Highlight your growth!
- Be positive; if you write about a problem in your essay, also present a potential solution.
- Be concise; stick to the recommended length. If none is given, two pages should be enough.
- Have someone edit your essay before submission.
- Always make sure you are answering the essay question. For example: if *The Future Teachers of America* scholarship asks you to write about “the future of education”, you should include how you fit into the future of education and how you will contribute to shaping students’ lives.

DON’TS

- Don’t forget about the introduction and the conclusion, they leave a lasting impact.
- Don’t write a sob story; if you write about a hardship, describe how you have overcome or plan to rise above those challenges!
- Don’t send the same exact essay to every scholarship; recycling your essays is recommended to save time, just make sure to edit accordingly so that it fits the purpose of the scholarship.
- Don’t be afraid to get words on paper; if you struggle to write when you first sit down, just start drafting your ideas in any format. This is the best way to overcome writer’s block.
- Don’t try to be someone else and do not lie about yourself.
- Don’t use cliches, quotes, or words you don’t understand.
- Don’t repeat statistics about yourself that are listed in your application. For example, an essay with this mistake may read “My name is Jenn and my GPA is a 3.75. I have taken honors classes in Math and AP English Language. I am on the water polo team and I am in the debate club”. Remember, this is an essay, not a resume!

TRADES

If you plan to enter the workforce immediately after graduation, or if you're interested in earning a certification in a specific trade, check out these local resources to assist you in planning your next steps.

WHAT IS A TRADE?

A trade is a skilled job that requires manual skills and special training. There are a variety of professions, including trades and careers in the military, in which employment eligibility requires a certificate, two-year degree, license, or completion of an apprenticeship program.

PROGRAMS AT COMMUNITY COLLEGES

Vocational Programs at Community Colleges are an excellent option for students interested in earning their associate's degree as well as a certification in a specific career or trade so that they are both employable and certified immediately following completion of the program.

[Portland Community College Career Pathways](#): Technical certifications, Associate's Degrees, and Apprenticeship programs in a variety of trades that qualify students for employment and serve as a stepping stone to continued education (if desired). Programs are 1-2 years in length and include criminal justice, computer applications, construction, family studies, electrical engineering, and more.

[Mt. Hood Community College Career and Technical Programs](#): Technical certifications, Associate's Degrees, and Apprenticeship programs in a variety of trades that qualify students for employment. Programs are 1-2 years in length and include administrative office work, cosmetology, automotive technology, medical office, early childhood education, dental hygiene, and more.

APPRENTICESHIPS

An apprenticeship is a combination of on-the-job training (OJT) and classroom instruction under the supervision of a journey-level trade professional in which workers learn the practical and theoretical aspects of a highly skilled occupation. After completing an apprenticeship, workers are professionally certified and have the professional status of a journeyman.

WHAT DO I NEED TO BE ACCEPTED?

Individuals with a high school diploma or GED certificate are eligible. Some programs require completion of specific subjects such as algebra.

HOW LONG IS IT?

Apprenticeships are typically two to five years, depending on the program.

DO I GET PAID?

Yes! The average starting wage of an apprentice is about 50 percent of a journey workers rate of pay. Apprentices usually earn a five- percent raise every six months if performance is satisfactory.

WHAT IS THE COST?

The main cost of an apprenticeship is the expense of tools, safety equipment, work boots, and clothing; some programs supply or pay for these, while others do not. Apprentices must have reliable transportation, or the means to pay for public transportation to travel to and from job sites.

HOW CAN I FIND AN APPRENTICESHIP?

Apprenticeship & Training Division of the [State of Oregon](#) and **Oregon Apprenticeships:** find a comprehensive list of apprenticeship programs throughout the state of Oregon in a variety of trades.

[Pacific NW Council of Carpenters](#): Get on-the-job and classroom education & training for carpentry and licensure.

NECA [IBEW Electrical Union](#): Three programs for licensure as a Journeyman in the electrical industry.

[Oregon Tradeswomen](#): Pre-apprenticeship class to prepare women for careers in construction, industrial fabrication, or environmental worker.

[NW College of Construction](#): Apprenticeship and classroom instruction in carpentry, HVAC, concrete finishing, masonry, laborers, and tiling.

[Pacific NW Carpenters Institute](#): Apprenticeship training programs in several carpentry areas

[Sheet Metal Training Institute](#): Training programs in three sheet metal apprenticeships

CIVIL SERVICE AND CRIMINAL JUSTICE

Becoming a [Firefighter, EMT, or Paramedic](#): Qualifications, application, and training process varies per area of interest

Becoming a [Police Officer](#): Qualifications: Obtain an Associate's degree, serve 2 years in the Military, or work for 2 years as a Portland Police Bureau Reserve Officer.

JOB CORPS

Job Corps is a no-cost education and training program administered by the U.S. Department of Labor that helps people, ages 16 to 24, receive career technical and academic training in a trade. Some campuses include residential facilities, living allowance, and transportation.

Locations: [Springdale Job Corps](#) (Troutdale) and Partners in [Vocational Opportunity Training](#) (NW Portland)

MILITARY

MILITARY To review, there are five US Military branches: The Army, Marine Corps, Air Force, Navy, and Coast Guard, plus the Army National Guard and the Air National Guard. If you are considering joining the armed forces immediately after high school, we encourage you to do some research so that you enlist in the branch that best meets your needs and preferences.

FIVE U.S. MILITARY BRANCHES

Army: protects the security of the United States and its resources

Marine Corps: often first on the ground in combat situations

Navy: defends the right to travel and trade freely on the world's oceans and protects national interests overseas

Air Force: protects American interests at home and abroad with a focus on airpower

Coast Guard protects America's waterways and deploys with the Navy during wartime.

Army National Guard: members deploy with the Army on a part-time basis, with a special focus on homeland security and relief programs.

Air National Guard: trains part-time to assist in domestic disasters and international conflicts

ACTIVE VS. RESERVES

Active Duty: Military job is full-time, whether deployed overseas or domestically. Members receive a regular paycheck and full benefits, including health care, housing allowance and 30 days of paid vacation per year

Reserves: Each branch also has a Reserve unit. Members receive the same training as their active-duty peers but do so close to home until they are needed to deploy. Many reservists train one weekend per month, plus two weeks of field exercises each year, and most hold a regular full-time job in addition to serving. Members are paid for all time spent training or deployed and receive many of the same benefits as active-duty personnel

The descriptions and definitions adapted from <https://todaysmilitary.com/>

TO ENLIST

Contact or meet with recruitment officers to learn what the entrance requirements and enrollment procedures are. When you meet with a recruitment officer, we encourage you to ask meaningful questions that are relevant to your long-term goals. For example, you may want to ask what the minimal commitment of service is if you only plan to join the military as a stepping stone to a future career outside the military. You may want to inquire about the education benefits, or about the different careers within the military.

ROTC SCHOLARSHIPS

ROTC programs (Reserve Officer Training Corps) prepare students to become officers in the military while paying for a students' college education. Each branch has its own ROTC program and varying requirements for service following graduation. There are 1,700+ institutions that offer ROTC programs. *(from todaysmilitary.com)*

ROTC Cadets follow the same path to graduation as other college students, but coursework typically includes an elective or ROTC-specific course. Students will have some degree of military commitment following college graduation, which varies per program. Different colleges offer different ROTC programs, so students should check the list of schools on the ROTC websites: [Army ROTC](#), [US Air Force ROTC](#), [Navy ROTC](#)

RESOURCES AND WEBSITES

Below is a summary list of some websites and resources to assist you in your college and career planning. Many active links are also embedded throughout this planning guide.

GENERAL PLANNING

- Our [Franklin High School website](#) includes a College & Career Center page with resources
- [College Board](#): SAT registration & practice, AP Exams, College Board Opportunity Scholarships, and college/career planning resources
- [ACT](#): ACT registration & practice, college/career planning resources
- [Maia Learning](#): college/career exploration and organizational tool, program for requesting transcripts and letters of recommendation
- [College Comparison Worksheet](#): fillable worksheet for comparing colleges of interest
- [Career Comparison Worksheet](#): fillable worksheet for comparing careers of interest
- [NACAC](#): college admissions updates (deadlines, admissions changes, etc.)
- [Oregon CIS](#): college and career exploration, scholarships, planning resources
- Class of 2021 Counseling Department Google Classroom: school email and code **hvar23f**
- [NCAA](#): create an account for recruitment and consideration of college-level athletics
- [Common Application](#): one college application for use at hundreds of colleges & universities (details will be provided during senior year)

FINANCIAL AID

- [Federal Student Aid](#): General financial aid information and link to the FAFSA ID and FAFSA application
- [Office of Student Access and Completion](#): Oregon's Financial Aid sit (includes OSAC, ORSAA & OP)
- [FAFSA 4 CASTER](#): practice tool to estimate FAFSA
- [College Navigator](#): college cost research, useful for plugging into comparisons and FAFSA 4 Caster
- [College Board Big Future](#): assess & compare college costs, includes a scholarship search tool
- [CSS Profile](#): financial aid tool required by some private colleges
- [College Cost Comparison Worksheet](#): fillable worksheet to calculate and compare college costs

SCHOLARSHIPS

- [Our Scholarship spreadsheet](#): list of many scholarships organized by due date, links to other scholarship exploration websites, links to scholarship websites at Oregon colleges
- [Going Merry](#): scholarship search and application tool where students can apply to multiple scholarships with one application
- [OSAC](#): Oregon students can apply to up to 40 scholarships at once, after filing FAFSA/ORSAA
- [Oregon Promise](#): grant for community college
- [College Board Opportunity Scholarships](#): College Board's scholarship for engagement in college planning
- [UNCF](#) and [Black United Fund of Oregon](#): Databases of scholarships for minority students
- [Oregon Gear Up](#): List of many scholarships

TRADES / CTE / MILITARY

- [PCC Programs](#): pre-trades, apprenticeships, certificates and combined trades-degree programs at PCC
- [MHCC Programs](#): career pathways certificates, degrees, and apprenticeship programs at MHCC
- Apprenticeship Programs in the [State of Oregon](#)
- [Oregon Apprenticeship](#) Programs and occupational training throughout Oregon
- ROTC Programs: [Army](#), [US Air Force](#), [Navy](#)