

## **CONGRATULATIONS!**

You have reached a milestone in your school career -  
you are a  
**SENIOR!**

In this **SENIOR** Handbook, you will find  
information about...

**S**urviving Senior Year

**E**ntering the Workforce or the Military

**N**avigating the College Application Process

**I**mproving your SAT scores and GPA

**O**btaining Money for College

**R**esources you may need throughout the year

Plan to write down information in your **SENIOR** Handbook as the School Counseling Staff provides it to you, or you find the information yourself. This **SENIOR** Handbook will be a valuable tool for you to use as you move toward graduation and on to life after high school.

Print your name here: \_\_\_\_\_  
If your **SENIOR** Handbook is misplaced, we'll be able to identify you and return it.

# SURVIVING SENIOR YEAR



***Pay Attention To Your ABC's.***

**A**TTENDANCE – Attend EVERY class, EVERY day, and be ON TIME.

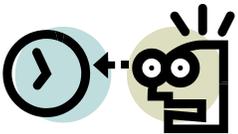
**B**EHAVIOR – Treat EVERYONE with respect. Follow the Rules and Regulations. Do all your Class work, Homework and Special Projects.

**C**OMMUNICATE – with your Teachers, your School Counselor, and your PARENTS!!!  
Keep the lines of communication WIDE OPEN!



## ***AVOID Senioritis!***

Keep your eyes on the prize – your diploma – and don't allow yourself to be infected with that dread disease: Senioritis! You know the symptoms - laziness, not doing school work, "don't care" attitude, skipping classes or whole days of school, just generally feeling overwhelmed. If you feel yourself coming down with any of the symptoms of Senioritis, make an appointment with your School Counselor right away and get a "shot" of encouragement.



## ***Time Management***

"So much to do, and so little time."

Start from the very beginning of the school year to plan your time wisely. Use an Agenda Planner to write down homework assignments, college application deadlines, SAT/ACT test dates, project due-dates, and other important dates to remember. If you have a job, write down your work schedule as soon as you get it so you can plan homework time and ask for time off, if you need it. Time flies – make the most of it!

# **E**NTERING THE WORKFORCE OR THE MILITARY

## ***During High School***

It's understandable that many students want or need jobs during senior year to pay for senior expenses like yearbooks, proms, photos and graduation announcements – or to save for college – or to pay for a car and insurance - or to save to get an apartment after graduation – or simply to help with family expenses. **REMEMBER** – School must be your top priority this year. To paraphrase a slogan from Ford Motor Company: “School is **JOB ONE!**”

If you do get a job this year, be sure to talk to your employer about your school priorities and make sure he/she understands that school comes first. Employers support a well-educated, well-trained workforce and will support you in your effort to maintain good grades while working. Give your employer plenty of notice if you need time off because of school commitments, and always keep the lines of communication open.

## ***After High School***

Some students decide to go straight into the workforce following graduation from high school. If this is your plan, start right now to develop your resume. Consult with your School Counselor or teachers about what information should be included, and how to format the document. Ask trusted teachers or other adults in your life, who are not relatives, if they would be willing to serve as references for you on job applications. Write their names and contact information in the “Resources” section of your SENIOR Handbook.

Where do you find job leads? The classified section of the newspaper is one place to start. If there is a particular business where you would like to work, dress for success, visit, and ask for an application for employment.

## ***What About the U.S. Military?***

Recruiters from the U.S. Army, U.S. Air Force, U.S. Marines, U.S. Navy and U.S. Coast Guard, plus the National Guard, all visit high schools regularly to share information about career opportunities with students. You can get basic information from them when they visit the school. You will want to include a parent or other adult family member in the discussions about potential service in the military. Recruiters are often willing to meet with students and their families in their homes or at the recruiting center. The ASVAB (Armed Services Vocational Aptitude Battery) Test is administered at each high school each year. This test can help you determine which military positions suit you best.



## **N**AVIGATING THE COLLEGE APPLICATION PROCESS

### ***Selecting a College or University***

Many factors influence the decision about what college or university you want to attend. Consider cost, choice of major, campus setting, extra-curricular activities available – like sports and music, distance from home, etc. You should also carefully and realistically examine the entrance requirements for the schools you select. How do you measure up? It's a good idea to narrow your list down to at least three schools. One school should be a sure thing – you meet or exceed all the entrance requirements. Another should be a stretch – you meet the minimum entrance requirements, but know the school is very selective. The third choice should be somewhere in the middle.

### ***Applying to College***

Once you've decided where you want to apply, explore the application process. Most schools now have on-line applications. You may wish to print a copy of the blank application, fill it out on paper and then transfer the information to the on-line form. If you choose to apply on-line, be sure to print a copy of your application BEFORE you hit the "send" button! Many schools also accept applications submitted through the mail. You may print an application from the schools' websites. Use blue or black ink and write or print neatly. Make a copy of your application before you mail it. Don't forget to include the application fee.

**Remember, if you receive free or reduced lunch and have used a fee waiver to take the SAT or ACT test, you also qualify to receive college application fee waivers.** Check with your School Counselor to get a fee waiver form to include with your application.

### ***Transcripts***

Your college application is not complete until the college receives an official copy of your high school transcript. Your transcript is a record of all the classes you took in high school, the grades you earned, your cumulative grade point average, and your SAT and/or ACT scores. Your transcript is considered "official" if it goes directly from the high school to the college admissions office, either in a sealed envelope (DO NOT open the sealed transcript!) along with your application or mailed by your School Counselor.

To obtain a transcript, you must fill out a transcript request form (available in the Counseling Office) and submit it to **Ms. Kennedy, Registrar**. Until you are 18 years of age, your parent or guardian must sign the transcript request form. The 1<sup>st</sup> two transcripts are free. Any subsequent transcript request is \$1 per transcript. ***It is important to allow processing time of at least one week*** for each transcript request.



### **Recommendations**

Some colleges and universities require recommendations from your School Counselor, one or more teachers, or other adults who know you and your potential well. Be aware that many students will be asking the same people to write recommendations. Ask early, well ahead of application deadlines...at least two weeks. If the recommendation should be sent directly to the college, provide a stamped, addressed envelope to the person writing the recommendation. (Exception: your School Counselor. His/her recommendation will be included with the official transcript) If the recommendation is to be included with your application, ask the writer to seal the envelope and sign across the flap. **DO NOT** open it! Recommendations are considered to be confidential information.



### **Essays**

Some colleges and universities require you to write an essay as part of the application process. Don't procrastinate on this! Unless the instructions indicate you should handwrite your essay, type it on a computer. Do not forget to use spell-check! Ask your English teacher or other trusted adult to proofread your essay for you. Keep a copy of your essay.



### **Deadlines**

**Beat** deadlines, don't just meet them. Remember that your School Counselor has to process applications for dozens of other seniors, too, in addition to completing other job responsibilities. Plan to submit applications, transcript request cards, requests for recommendations, etc., at least two weeks before the application deadline(s)...a month before would be even better. Don't even think of running to the office on the day an application is due, with your transcript request card in hand, needing a recommendation!!! When you beat the application deadlines, the ball is in the college's court – you simply sit back and wait for your acceptance letters to arrive.



### **NCAA Clearinghouse**

If you are an athlete who wants to play sports in college, you should register with the NCAA Clearinghouse online at <http://www.ncaa.org>. There are some significant changes in the registration process and eligibility requirements. Check with your Coach or your School Counselor if you have questions.



## IMPROVING YOUR SAT/ACT SCORES AND GPA

One of the best ways to improve your SAT Scores is to improve your GPA – get good grades! If you are studying hard and doing well in school, you should do well on the SAT/ACT tests.



[www.collegeboard.com](http://www.collegeboard.com)

Visit the College Board website and check out the free SAT Tips and Practice Tests online. Khan Academy is offered through the collegeboard website. There is a wealth of information, including online registration for SAT tests, at this website. Visit the ACT website to sign up for ACT test and get more information about this college entrance test at [www.act.org](http://www.act.org).

Practice = [www.gocollege.com](http://www.gocollege.com) and [www.number2.com](http://www.number2.com)



### **Improving Your GPA**

Colleges and universities will be making an initial admission decision based on your cumulative grade point average (GPA) from the end of your junior year or the end of the first semester of senior year. It is very important to maintain good grades and a rigorous course schedule through the end of your senior year. College admissions officers don't like to see students slacking off during senior year, because they know the course work will be harder at the college level. **Colleges can also retract an offer of admission if your grades drop during second semester of your senior year.** You should work very hard to get the best grades possible in the most advanced courses possible. Colleges like to see A's and B's on transcripts!



### **Books and CD's**

There are many books and CD's on the market that are geared toward improving SAT/ACT scores. Learning good test-taking strategies, familiarizing yourself with the format of the test, and actually taking practice tests are some techniques you may use to improve your scores. Knowing how to take the test when you walk into the test center is crucial! **Your School Counselor can provide you with practice tests for SAT and ACT. You may also find many test preparation resources in the AHS Media Center and on the web.**



### **SAT Prep Classes**

AHS plans to offer an SAT Prep class. For more information, see your School Counselor. Florida Virtual School also offers an SAT course (free of charge). To register for this course go to [www.flvs.net](http://www.flvs.net).

CEEB ATLANTIC HIGH SCHOOL CODE FOR SAT AND ACT:  
**101443**

2020 – 2021 SAT Test Dates  
[www.collegeboard.com](http://www.collegeboard.com)

Test Date

Registration Deadline

August 29, 2020	July 30, 2020
September 26, 2020	TBD
October 3, 2020	September 3, 2020
November 7, 2020	October 8, 2020
December 5, 2020	November 5, 2020
March 13, 2021	February 11, 2021
May 8, 2021	April 8, 2021
June 5, 2021	May 6, 2021

**Fees**

Test	Fees
SAT	\$52.00
SAT with Essay	\$68.00
Waiting Fee	\$53.00
<b>Additional Processing Fees</b> (add to test fees)	
Late fee, or changes in test, test date, test location	\$30
Waitlist fee	\$53
Scores received by phone	\$15

# 2020 – 2021 ACT Test Dates

[www.act.org](http://www.act.org)

Test Date	Registration Deadline	Late Deadline
September 12, 2020	August 7, 2020	August 27, 2020
October 24, 2020	September 20, 2020	October 4, 2020
December 12, 2020	November 6, 2020	November 20, 2020
February 6, 2021	January 8, 2021	January 15, 2021
April 17, 2021	March 5, 2021	March 19, 2021
June 12, 2021	May 7, 2021	May 21, 2021
July 17, 2021	June 11, 2021	June 25, 2021

## ACT Fees and Services **Basic registration fee (per test option)**

**All fees are nonrefundable unless otherwise noted.**

<b>ACT (No Writing)</b>	<b>\$55.00</b>
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Includes reports for you, your high school (if you authorize reporting), and up to four college choices (if valid codes are provided when you register).

<b><u>ACT Plus Writing</u></b>	<b>\$70.00</b>
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<b>Standby Testing</b>	<b>add \$56.00</b>
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<b>Change Fee</b>	<b>\$35.00</b>
<b>Late Fee</b>	<b>\$35.00</b>

<b>- Viewing scores and score reports online</b>	<b>Free</b>
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## OBTAINING MONEY FOR COLLEGE or OTHER EDUCATION BEYOND HIGH SCHOOL

Rising tuition costs dictate that most students will need to get some sort of financial aid to pay for their education beyond high school. Unless your family just won the lottery, you will need to apply for financial aid and/or scholarships in order to pay for college.

### ***What is Financial Aid?***

Financial aid is simply money that comes from someplace other than your family's pockets or bank accounts to pay for your education. It can come in several forms.

**GRANTS** – usually need-based; family and student income is often considered; you are not required to pay back a grant.

**SCHOLARSHIPS** – usually awarded for excellence – in academics, athletics, the arts; you are not required to pay back a scholarship, but you may have to maintain a certain grade point average to keep the scholarship or renew it.

**LOANS** – this is money you or your family borrows. Loans must be paid back by the person taking out the loan. If it is the student, repayment usually begins after graduation from college.

Financial aid comes from a variety of sources: the federal government, the state government, colleges and universities, civic groups, churches, individuals, etc.

### ***FAFSA – Free Application for Federal Student Aid***

The federal government offers money to help students pay for college. To access it, you must fill out a FAFSA – Free Application for Federal Student Aid. The form is available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) – and can be submitted online or by mail. FAFSA forms should not be submitted until after January 1<sup>st</sup> of the year you plan to attend college. Be sure to familiarize yourself with this process, because the FAFSA is your KEY to obtaining grant or loan money to pay for college. **NEW – can now start application in October.**



### ***Scholarships***

School Counselors maintain a list of available scholarships, applications and contact information. Be sure to follow the instructions for applying carefully, and beat the deadlines. Most scholarships will require an official copy of your transcript. Some require recommendations, and many require that you write an essay. **AHS posts a scholarship bulletin on the AHS website, Counseling Office, Media Center, and senior classrooms. Please check this bulletin frequently as our school receives scholarship applications throughout the year. Contact your counselor to get scholarship applications.**

### ***2019 FLORIDA BRIGHT FUTURES SCHOLARSHIPS***

Contact your School Counselor to check if you are meeting scholarship requirements. You need to take the SAT or ACT to meet some of their requirements. **You will have an opportunity to apply for FBF Scholarships starting in October in your English IV class. If you are not taking English IV, see your counselor after December 1<sup>st</sup>.**

**FBF website: <http://www.floridastudentfinancialaid.org/SSFAD/bf/> or 1-888-827-2004**

# Florida Bright Futures requirements

<http://www.floridastudentfinancialaid.org/>

## Specific Requirements for Scholarships

### Florida Academic Scholars (FAS)

### Florida Medallion Scholars (FMS)

Florida high school students who wish to qualify for the Florida Academic Scholars (FAS) award or the Florida Medallion Scholars (FMS) award must meet the following initial eligibility requirements:

- Graduate high school from a Florida public high school with a standard Florida high school diploma (high school graduation requirements), graduate from a registered Florida Department of Education private high school, earn a GED, complete a home education program, or graduate from a non-Florida high school (OOS);
- Complete the required high school coursework;
- Achieve the required minimum high school grade point average (GPA);
- Achieve the required minimum score on either the ACT® or SAT® college entrance exam; and
- Complete the required number of service hours.

Type	16 High School Course Credits	High School Weighted Bright Futures GPA	College Entrance Exams by High School Graduation Year (ACT®/SAT®)	Service Hours
<b>FAS</b>	4 - English <i>(three must include substantial writing)</i>	3.50	2019-20 Graduates: 29/1290 2020-21 Graduates: 29/1330	100 hours
	4 - Mathematics <i>(at or above the Algebra I level)</i>			
	3 - Natural Science			
<b>FMS</b>	<i>(two must have substantial laboratory)</i>	3.00	2019-20 Graduates: 26/1170 2020-21 Graduates: 25/1210	75 hours
	3 - Social Science			
	2 - World Language <i>(sequential, in same language)</i>			

## Gold Seal Vocational Scholars (GSV)

The Florida Gold Seal Vocational Scholars (GSV) award may be funded if a student is enrolled in a career education or certificate program. Florida high school students who wish to qualify for the GSV award must meet the following initial eligibility requirements:

- Achieve the required weighted minimum 3.0 GPA in the non-elective high school courses;
- Take at least 3 full credits in a single Career and Technical Education program;
- Achieve the required minimum 3.5 unweighted GPA in the career education courses;
- Achieve the required minimum score on the ACT®, SAT® or Florida Postsecondary Education Readiness Test (P.E.R.T.) exams (see table below); and
- Complete 30 service hours.

Exam Type	Sub-test	Required Score
ACT®	Reading	19
	English	17
	Mathematics	19
SAT®	Reading Test	24
	Writing and Language Test	25
	Math Test	24
P.E.R.T. (Only applies to the GSV Scholarship)	Reading	106
	Writing	103
	Mathematics	114

- **Midyear Graduate Application Deadline:** annual application deadline, from August 31 to December 31, for when a student who graduates from high school midyear must apply for a Bright Futures award.
- **Bright Futures Scholarship Length:** This bill removes the two-year timeframe for the eligibility to receive an initial award. Specifically, a student who earns the award may accept funding at any time during the five-year eligibility period following high school graduation.
- **Religious or Service Obligation:** A student who is unable to accept an initial award due to a fulltime religious or service obligation lasting at least 18 months must begin such obligation within one year after completion of high school.
- **Annual Credit Hour:** This bill eliminates the 45-credit hour annual restriction in the award of a scholarship.
- **Bright Futures Gold Seal CAPE (GSC):** This bill specifies that a GSC student must maintain the equivalent of a cumulative grade point average of a 2.75 on a 4.0 scale with an opportunity for restoration one time pursuant to law. This provision is consistent with the Florida Gold Seal Vocational award.

## RESOURCES

### ***School Information***

My Guidance Counselor is \_\_\_\_\_  
(Mr. Mrs. Ms.)    First Name    Middle Initial    Last Name

My Guidance Counselor's email is \_\_\_\_\_

My High School mailing address is 1250 Reed Canal Road, Port Orange, Fl. 32129  
\_\_\_\_\_

My Guidance Department phone number is (386) 322-6100

My Guidance Department FAX number is (386) 506-0001

My school CEEB school code is 101443

My SAT Test Center Code is \_\_\_\_\_

My ACT Test Center Code is \_\_\_\_\_

Important Dates to Remember: \_\_\_\_\_  
\_\_\_\_\_

Notes: \_\_\_\_\_  
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