Sending Test Scores and Transcripts to the Different Types of Colleges (Subject to Change AFTER December 2021)

	CSU	UC	Common Application (CA) or Private College that Requires School Report	Out of State of Public College (non CA)
ACT	Send to one- all will receive automatically	Send to one UC- all will receive automatically	Send to each individual college	Send to each individual college
SAT	Send to code 3594- all will receive automatically	Send to one UC- all will receive automatically	Send to each individual college	Send to each individual college
Initial Transcript (9-11th) Sixth Semester	Do not send when applying	Do not send when applying	Sent automatically with school report	REQUEST on Naviance. Questions go to Counseling
Midyear Transcript Seventh Semester	IF requested by college, request on Naviance	RARELY REQUESTED See Ignaitis	Sent automatically by your counselor	Email Ms Ignaitis
IB/AP Scores	Do not send with application	Do not send with application	Do not send with application	Follow instructions from specific college
Final Transcript	Send only to school attending through Senior Exit Survey			

There is a five school day turn around on each transcript request!

Paying for College

Federal Aid

FAFSA Application will open October 2021 for Class of 2022 https://fafsa.gov/

FAFSA has an **EFC** (Expected Family Contribution) calculator to predict what each family is expected to contribute https://studentaid.ed.gov/sa/filling-out/fsaid

California State Aid

Learn about Cal grant, Middle Class Scholarship, California Dream Application (for students without Social Security SSN), and other state aid programs https://www.csac.ca.gov/

Institutional Aid and Costs

Most colleges provide financial aid programs for students.

Research **Merit Aid** each school's requirements (most based on GPA, SAT, or ACT) and deadlines (some are different from application deadlines)

Some colleges have more **Paid Internships** than others to help with costs

Research Costs

Is this college affordable?

Look at Net Price Calculators on every college website (Do Not Include Merit Aid)

Do they cap their student loans?

Scholarships

All scholarships that come to Sequoia are listed in Naviance. Each month a list is available to students outside of the College and Career Center. Follow the College and Career Center and Facebook for highlighted scholarships; follow at seq_collegecenter and like us on SEQ College Center. Most are based on community service, grades, or significant financial need.

Other Financial Aid Websites

Understand the difference: Net Price vs. Expected Family Contribution (EFC)

> Cost of Attendance vs. Federal Gov't Calculation on How Much a Family Will Pay

College Affordability and Transparency Center

CollegeData

College Board EFC Calculator: Federal Program- Gives you a family's Expected Family Contribution

College Board Pay for College Resources (including CSS Profile)

FINDAID

Immigrants Rising (formally EF4C)

WUE: Western Undergraduate Exchange For out of state public school discount tuition

General Directions for Students Applying to Colleges That Need Documents Sent by Sequoia

Step 1: Attend Counselor School Report/Letter of Recommendation (SR/LOR) form mandatory meeting, Sept 2 & 3, 2021 (Will Receive SR/LOR Form)

- Sign up HERE for a 30 minute group meeting with a counselor to receive and go over the required SR/LOR Form REQUIRED to submit documents by Sequoia
- Meeting is for STUDENTS only
- Students should make every effort to attend a meeting provided on 9/2 or 9/3.

Step 2: **Complete SR/LOR Form**

- Fill in all boxes for the colleges you are applying to that need documents sent by the school. Complete all the activities required. How you complete those activities will reflect how well your counselor and teachers will write their letters of recommendation!
- **Attend a SR/LOR College & Career Center Meeting** to **OFFICIALLY** request your teachers' LOR on Naviance and go over other common errors (Entering Exams, Checking Deadlines, Other Recommenders, How to cancel or add colleges after submitting SR/LOR form, and Class Size Information) to make sure your documents are accurately sent. Students will sign up through Calendly.
    - Link for Students with Due Dates On or Before Dec 15
    - Link for Students with Due Dates AFTER Dec 15

Step 3: Meet with Counselor to Approve SR/LOR Form (Calendly booking page TBD)

- Your counselor will check that all steps are completed and sign the form. You will receive a copy of your signed form to take to the teachers writing your LOR
    - Must have the appointment on or before **Sept 24** for Oct 15-Dec 15 college applications deadlines OR an appointment on or before **Nov 5** for college application deadlines after Dec 15th

Step 4: Student Delivers Copy of Signed SR/LOR to Teachers Writing LOR

- Teachers are not allowed to submit their LOR until they receive this form signed by your counselor as complete

Step 5: Student Completes Colleges Applications and Submit Them Independently

- Counselors and teachers submit their documents independently on or before the deadline listed on Naviance
- Students can submit whenever they complete their applications. Sometimes students need to submit earlier than the school documents for certain programs or schools.
- Please email your counselor if you plan to add or remove a college on your SR/LOR form

Responsibility Guidelines for Private College and/or Common Application

Individual Responsibilities/The students will:
- Be responsible for all deadlines and specific requirements of each individual college
- Tell counselor, teacher(s), and Ms. Ignaitis/Ms. Rocha if deadline is different from what is listed on Naviance
- Add all colleges to your "Colleges I'm Applying To" list on Naviance
- Add all colleges to your Common Application (if applicable)
- Sign and submit the electronic FERPA Waiver on Common Application (if applicable)
- Sign and submit the electronic FERPA Waiver on Naviance
  NOTE: If you do not waive your rights, some teachers and your counselor will not write your Letter of Recommendation/Counselor Letter
- Sign and submit the electronic Common Application Early Decision agreement (if applicable)
- Provide self-addressed stamped envelopes and any specific forms for your teacher's letters of recommendation (LOR) and your counselor's School Report if college does not accept documents electronically
- Submit official test scores reported on applications directly from the test agency

The Guidance Department will:
- Process application documents by the due date if official request was submitted on time. Counselors documents are INDEPENDENT of student's application.
  - Documents include initial transcripts, high school profile, SR letter of recommendation, and all other required school forms

Teacher Letter(s) of Recommendation (LOR)
- If a teacher agrees to write a LOR, the teacher will sign the SR/LOR form allowing the student to officially request their LOR on Naviance while attending SR/LOR College and Career Center Meeting
- LOR written by a person outside of Sequoia go through mail, the Common Application, or a college link (they do not go through Naviance)

- Teachers will only submit their LOR after students complete the above steps. Teachers send their LOR independently of a student's application on the due date in Naviance

Midyear Report (MYR)—Midyear Grades
- Common Application schools' MYR are sent automatically
- The student must email counselor directly for non Common Application private colleges
- The student is responsible to contact his/her counselor and report any changes or information needed to update his/her application

Final Transcript
- Students will request their final transcript through the Mandatory Senior Exit Survey in May on Naviance. They will be sent as soon as possible after graduation.

*PLEASE REMEMBER: The student's application is sent INDEPENDENTLY from the school document!

If you are worried, send a polite reminder a few days before the due date to your teachers/counselor.