

SENIOR YEAR CHECKLIST

School Counselor Information:

School Code = 363515

Mrs. Tammy Martin: last names A-D; tmartin@littlemiamischools.com
Mrs. Bridget Herron: last names E-K; bherron@littlemiamischools.com
Mrs. Jessica Nethers: last names L-Q; jnethers@littlemiamischools.com
Ms. Brandy Phillips: last names R-Z; bphillips@littlemiamischools.com

Ms. Sharon Stein (Community Service): sstein@littlemiamischools.com
Mrs. Lyke (Senior Class Advisor): jlyke@littlemiamischools.com

Twitter: @LMHS_Counselors
Remind: Text @lmhs18 to 81010

Senior Checklist

Senior Year Grades: Grades matter senior year. A final transcript must be sent at the end of senior year to verify graduation. Admission is not final until the college / university receives this final transcript.

Senior Monthly Updates: We will be sharing information through a variety of sources. We will be using Twitter, Schoology and the bulletin board in the hallway outside our offices.

Senior Survey: Students will complete this survey prior to their individual senior meeting. The survey will help counselors when writing letters of recommendation.

Senior Meeting: Your counselor will meet with you one on one beginning after September 11, 2017. Please be patient...you will be called down. ☺

Career Narrative & Resume: This is a description of future plans that all seniors must complete in order to graduate. This must be completed through Naviance. Instructions provided by School Counseling Office. WCCC students are exempt from this requirement.

NCAA Eligibility Center: In order to participate in athletics and receive athletic-based financial aid, you must register with the NCAA Eligibility Center and meet eligibility standards. Register at www.eligibilitycenter.org See Mrs. Martin for more details.

ASVAB: This test is free and offered on September 13. It provides students with a detailed analysis of their skills and matches them with possible careers. Sign-ups will be in the School Counseling Office.

Retake the ACT and / or SAT in the fall of the senior year: Scholarships are often determined based on test scores, so having high test scores can be very important. Register online at www.actstudent.org or www.collegeboard.org.

Complete college applications: Students must submit applications by the deadline established by the college or university in order to be eligible for admission, and often scholarship consideration. **You** are responsible for knowing your deadlines.

College/Military representatives: Admissions reps from colleges visit LMHS throughout the year. To attend any of these sessions, you must sign up in Naviance. Military reps will be present during lunch.

College Visits and Job Shadow Days: Seniors are allowed a maximum of three (3) college visits or job shadow days per year. Schedule a visit and then come to the School Counseling Office to pick up a College Visit or Job Shadow Form (without this form, your absence will not be excused).

Request transcripts: Students will request transcripts in Naviance. Step-by-step instructions will be provided. The request must be made at least two weeks in advance of the deadline. If a transcript cannot be submitted electronically, students are responsible for postage and mailing.

Request letters of recommendation: Students must ask the teacher in person first and then submit a teacher recommendation request through Naviance at least two weeks in advance of the deadline. If a letter of recommendation cannot be submitted electronically, students are responsible for postage and mailing.

Apply for scholarships: Most scholarships are offered through colleges & universities but students can also register with www.fastweb.com to receive personalized scholarship information. All other scholarship information will be posted in Naviance.

Attend financial aid meeting at LMHS: A financial aid expert will meet with parents and students to discuss the application process and financial aid option. The date of this meeting is October 4, 2017.

Complete the FAFSA as soon after October 1 as possible: The Free Application for Federal Student Aid must be completed before students can receive any grants and loans. Scholarships also rely on this information. There are many regional sites where families can get assistance to complete this financial aid form.

Local Scholarships: Seniors will receive applications for local scholarships at a mandatory meeting in February.

Complete 12 community service hours by April 1 (WCCC students are exempt): Students are responsible for finding their own volunteer activities and turning in the appropriate form to Ms. Sharon Stein by the April deadline.

Make college decision by May 1: This is the national deadline for most four-year colleges & universities. Two-year colleges have later deadlines.

Take AP exams in May: Any student enrolled in an AP class must take the exam at the end of the year on the national test dates (LM Board of Education policy).

Attend Senior Award Night in May: Students must turn in copies of acceptance and award letters to the School Counseling Office by April 27, 2018 in order to be recognized at this awards program.

Attend graduation practice the week of graduation: Attendance is mandatory. Mrs. Lyke (Senior Class Advisor) will mail details home during 2nd semester.

Request final transcript: In Naviance, students will request a final transcript for the college or university that they will attend. The School Counseling Office will send all final transcripts.