**Senior Planning Document**

Welcome to your senior year! This can be both an exciting and stressful time in your life. The counseling team has developed the following resource to support you in your transition to life after high school. Some important items to note:

1. As a senior, **YOU** should be creating all your accounts and completing all applications (CFNC, Common App, College Applications, Scholarships, etc.) and not your parent/guardians.
2. Please make sure you are reading all communication from school (Canvas announcements, Dr. Monell’s weekly SMORE message, etc.) You will receive a lot of important information. **You are responsible for reading all communication from the school.**
3. **Canvas: Be sure to accept your class of 2025 invite. Parents can observe the course to receive the information. Read all announcements for updated information and scholarships opportunities**
4. Please make sure you are checking the email address that you provide on applications frequently. You don’t want to miss out on an opportunity because you did not see an email. (It is best to use one email for all school related content.)

**Counseling Team Contact Information:**

This document will be posted on the Counseling Department Page located on the SWGH website. Always look for information on this page as well as canvas prior to reaching out to your counselor (remember, you are responsible for reading all communication).

Mrs. Bruce (Grades 10-12; Alpha A-D) [bruceb@gcsnc.com](mailto:bruceb@gcsnc.com)

Mrs. Horton (Grades 10-12; Alpha E-L) [hortond2@gcsnc.com](mailto:hortond2@gcsnc.com)

Mrs. Williamson (Grades 10-12; Alpha M-R) [willias16@gcsnc.com](mailto:willias16@gcsnc.com)

Ms. Varner (Grades 10-12; Alpha S-Z) [varnern@gcsnc.com](mailto:varnern@gcsnc.com)

Mr. Schnaith-Ivan (9th Grade Counselor) [schnair@gcsnc.com](mailto:schnair@gcsnc.com)

Counseling Secretary, Mrs. Powell (completes Scriborder transcript requests) [powellb@gcsnc.com](mailto:powellb@gcsnc.com)

Career Development Coordinator, Mrs. Ford-Crosby [fordcrm@gcsnc.com](mailto:fordcrm@gcsnc.com)

Graduation Coach, Mr. Anderson [andersd3@gcsnc.com](mailto:andersd3@gcsnc.com)

**Important Dates:**

FAFSA (receive grants, scholarships, and/or loans from school): Opens December 1st

CFNC Free College Application Week for select NC schools: October 21-27, 2024

1st Senior Meeting During School Day: October 2nd 10:30am - 11:10am

Senior Parent Information Night: October 8th, 5:30 - 7:30

Cap/Gown Distribution: April 23rd – 10:15am – 11:15am

Graduation: Thursday, June 12, 4:00pm Greensboro Coliseum

**Post-Secondary Plan Checklist**

After high school, you might choose a 2-year college, 4-year college/university, military, or work. The right path is different for each student. Please use the information on the following pages to help guide you on that path.

**College Bound To-Do List:**

* 1. Order your Southwest transcript to help you complete college applications and see your GPA/class rank at [**Southwest Transcript**](https://www.gcsnc.com/Page/55780)**.**
* GTCC Students Only\*\*\* order your transcript if you attended classes there during your junior/senior year at[**GTCC Transcript**](https://www.gtcc.edu/student-life/records-and-transcripts/requesting-transcripts.php)**.**
* 2**.** Research colleges and visit the ones you are interested in attending. Use the CFNC college search feature at [**College Search Engine**](https://www2.cfnc.org/college-search)**.** As part of this research, determine if your school is test required, test optional, test blind**.**
* 3.  Begin college applications and understand how to apply at CFNC.org or Commonapp.org [**Apply to College**](https://www.gcsnc.com/Page/87654)**.**
* 4. Complete your Residency Determination [**NC RDS**](https://ncresidency.cfnc.org/residencyInfo/).
* 5.  Research and apply for scholarships. Scholarships are uploaded to the [**SW Scholarship Page**](https://www.gcsnc.com/Page/85859) as they are received. **Please submit verification of all scholarships/grants awarded to your counselor even if you don’t plan on accepting it.**
* 6.  Once you apply to college be sure send your transcript(s) to each college through CFNC or Scriborder.
* 7. (FAFSA) Remind parents/guardians to prepare tax information for your financial aid application which you will complete beginning in December.

**Career/Work Bound To-Do List**

* Order your transcript to help you complete college applications and see your GPA/class rank at [**Southwest Transcript**](https://www.gcsnc.com/Page/55780)
* 2. Complete a career interest inventory. [**NC Careers**](https://nccareers.org/)**.**
* 3. Begin researching career opportunities. You may also reach out to our Career Development Coordinator, [**Mrs. Ford-Crosby**](mailto:fordcrm@gcsnc.com)if you need some additional guidance and support.
* 4. Begin applying to job opportunities no later than April/May.

**Military Bound To-Do List**

* Order a SWGHS transcript to help you complete college applications and see your GPA/class rank at [**Southwest Transcript**](https://www.gcsnc.com/Page/55780)
* Research the different branches of the military including entrance requirements. [**Military Branches**](https://www.gcsnc.com/Page/80483)
* Schedule meetings with recruiters of the branches of interest.
* Schedule to take the ASVAB – reach out to [**Mr. Anderson**](mailto:andersd3@gcsnc.com).

## **Requesting Your Transcript**

Your student transcript is a record of your academic performance, including all classes taken, grades received, and other relevant information (e.g. GPA, Class Rank, # of Credits). Students may obtain a copy of their transcript from the following platforms. *Counselors cannot provide you with a copy of your transcript.*

A qr code with a dinosaur

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Use this site to...

* Request your transcript for personal use.
* Send your transcript out of state to colleges/ universities
* Request test scores, immunizations, and other records

[*https://guilfordnc.scriborder.com/*](https://guilfordnc.scriborder.com/)

* Choose the current student option
* You will receive a message when your transcript is ready (be sure to check your email!).

**Please note the information below:**

* + Please allow**3-5 business day*s*** to process student record orders.
  + Phone, Email, and fax requests will no longer be accepted.
  + Requests for transcripts must be completed online and will be processed on normal business days during normal business hours (Monday-Friday 8:00 AM-5:00 PM).
  + You will receive emails from **scribonline@scribsoft.com** to notify you of the status of your order.  It is important you read those emails carefully as additional information may be required to process your request.

**Email** [**Mrs. Powell**](mailto:powellb@gcsnc.com) **if you have any questions or concerns regarding Scriborder.**

**#2 College Foundation of North Carolina (CFNC)**

It is important for you to know how to view your transcript as you will need to know your GPA and class rank for college applications and many scholarships. School counselors are not allowed to email your transcript and GPA. The fastest and easiest way to view your transcript is through CFNC. Org.

A step by step photo

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**Use CFNC to send your transcripts to colleges in the state of NC**

CFNC Transcript Directions

* Go to CFNC.org
* Log into your CFNC account. For juniors and seniors, your username may be your student number/lunch number, and your password may be your birthdate MMDDYYYY (01102002). If it doesn’t work, try to reset your username or password. If that still doesn’t work, please create a new account.
  + If you do not have an account, please create one. Make sure you record your username and password in a location that you will remember as you will need to keep this. Many students use a notes app on their phone to track passwords.
* Click on Application Hub
* Click on Request a High School Transcript
* Select a school to send your transcript to. If you are a senior, send a school that you are not applying to as schools will not pull your transcript until you have applied. 9-11th graders, you may choose any school.
* Send your transcript
* You will see the school listed on your screen with “tasks” under it. Wait a few minutes and refresh the page.
* You should see under “transcripts” a button that says, “view transcript”. If you don’t see it, wait a few more minutes and click refresh again. Click on view transcript and your transcript will pop up. Scroll down to see your GPA and class rank.

*For questions or CFNC assistance, please call 866.866-CFNC (select option 1 for assistance).*

FAFSA Checklist

**Create an FSA ID**: The FSA ID (account username and password) allows individuals to access Federal Student Aid websites and complete the FAFSA form online. Both you and your parent(s) will need to create an FSA ID.

**Create a StudentAid.gov** **Account**: Every contributor— You and your parent(s) will be required to create an account before you are able to access the FAFSA Form.

**Gather Required Documents**: The following are needed to complete the FAFSA Form.

* Your parents’ SSNs if they have SSNs and you're a [dependent student](https://studentaid.gov/apply-for-aid/fafsa/filling-out/dependency#dependent-or-independent)
* Tax returns
* Records of child support received
* Current balances of cash, savings, and checking accounts
* Net worth of investments, businesses, and farms

**Start your FAFSA Form:**

**You may choose any of these methods to file a FAFSA form:**

* Log in at [fafsa.gov](https://studentaid.gov/h/apply-for-aid/fafsa) to apply online
* Complete a [FAFSA PDF](https://studentaid.gov/resources#fafsa) (note: you must print out and mail the FAFSA PDF for processing)

If you are starting the FAFSA form for the first time on [fafsa.gov](https://studentaid.gov/h/apply-for-aid/fafsa), select “Start New Form” and enter your account username and password(FSA ID) to access the FAFSA form.

**List your College(s)/and or Career Schools:** While completing the FAFSA form, you must list at least one school to receive your information. The schools you list will use your FAFSA information to determine the types and amounts of student aid you may receive.

* You can list up to 20 schools online and 10 schools on the PDF form
* You must list 1 in-state school to be considered for state aid (e.g. grants/scholarships)

**Determine your Dependency Status**: The FAFSA form asks a series of questions that determine whether you are a dependent or independent student for the purpose of applying for federal student aid. If you are a dependent student, you must report parent information, as well as your own information, on your application.

**Report Your Parent’s Information:** If you’re a dependent student, you’ll need to report parent information on your FAFSA form.

**Provide Financial Information:** The FAFSA form asks for financial information, including information from tax forms and balances of savings and checking accounts.

* The 2025–26 FAFSA form will ask for 2023 tax information.

**Automatically Transfer Your Tax Information:** The Financial Aid Direct Data Exchange will transfer contributors' federal tax information from the IRS directly into your FAFSA form.

* All contributors must provide consent and approval to
* disclose their personally identifiable information provided on the FAFSA form to the IRS for matching purposes;
* obtain their federal tax information from the IRS via direct data exchange;
* allow the U.S. Department of Education (ED) to use their federal tax information to determine the student's eligibility and amount of federal student aid;
* allow ED to share their federal tax information with colleges, career/trade schools, and state higher education agencies for use in awarding and administering financial aid; and
* allow ED to reuse their federal tax information on another FAFSA applicant's form (e.g., if a parent has multiple dependent students or a parent's own FAFSA form).

IMPORTANT: If a required contributor doesn't provide consent and approval to have their federal tax information transferred into the FAFSA form, you (the student) will not be eligible for federal student aid—even if the contributor manually enters tax information into the FAFSA form.

**Sign and Submit Your FAFSA Form:** After you complete your required section of the FAFSA form online, you’ll acknowledge the terms and conditions of the form and electronically sign your section. You can then submit your section of the FAFSA form. However, your FAFSA form won’t be considered complete until all required contributors provide their information on the FAFSA form, give their consent and approval to transfer federal tax information into the form, and provide their signatures.

* Once you submit the FAFSA form, you’ll see a confirmation page that displays your completion date, data release number, and next steps. This page will automatically be emailed to you for your records.

**Be sure your FAFSA Form is Processed**: Check the status of your form by logging in to your StudentAid.gov account and selecting your FAFSA submission from the “My Activity” section of your account Dashboard.

If you submit a paper FAFSA form, you can check its status after it has been processed (roughly 7–10 days from the date mailed).

**Be sure to review your FAFSA Submission Summary carefully to ensure there are no mistakes. You may submit corrections to your FAFSA data if necessary, online in your FAFSA account.**

**Guilford Apprenticeship Partners (GAP Program)**

Guilford Apprenticeship Partners: Apprentices can earn money on the job as soon as they start the apprenticeship program while also taking college classes at no cost. In fact, students get paid for time spent in class. See how you can get a jump start on a promising career, a college degree, and financial stability.

GAP Program Website: <https://gapnc.org/>

**Benefits of the Program**

· Get paid for 8,000 hours of one-the-job and classroom training during the 4-year program

· Earn an Associate of Applied Science (AAS) from Guilford Technical Community College

· All tuition, books, and fees for the associate degree program are covered, so you graduate debt free

· Have the option after apprenticeship graduation to transfer degree credits to most state four-year universities to earn a bachelor’s degree

· Obtain specialized certification and experience that is recognized and sought by employers

· Many employers offer health insurance, retirement, and paid-time-off benefits to apprentices



**The Federation for Advanced Manufacturing Education, or FAME, managed by the Manufacturing Institute, is the country's premier advanced manufacturing workforce education model.**

FAME develops highly skilled, globally competitive, well-rounded and sought-after talent that can meet the unique needs and challenges of today’s modern manufacturing workforce. Every year, FAME graduates transition into well-paying, diverse career pathways in critical disciplines across the manufacturing industry and across the country.

Those enrolled into a FAME training program will start a work/study program to earn an associate degree. FAME Students attend classes at a local community college two days a week (8+ each day) and will work at least 24 hours a week (8+ hours each day for three days) for a local, sponsoring employer – being paid a competitive wage.

**Students interested in learning more about these 2 programs should schedule a meeting with Mrs. Ford-Crosby to discuss these great programs and additional job opportunities.**

**Helpful Definitions**

**ASVAB** – Armed Services Vocational Aptitude Battery tests your knowledge of basic concepts and skills to date, and it determines what branch and rank in the military you are eligible for.

**Early Action** – If you select “Early Action” when applying to school, this is nonbinding. You will receive an early response to your application but do not have to commit to the college until the normal reply date.

**Early Decision** – If you select “Early Decision” when applying to school, this is a binding agreement. You can only apply to ONE school under this admission plan. You will be required to withdraw any applications you have at other colleges and may not apply to more schools.

**Fee Waiver** – Students who qualify for a fee waiver completed the Free/Reduced Lunch Form and received verification letter from district. To receive a fee waiver to take the SAT or ACT, please bring your free/reduced lunch verification letter to Ms. Brenda Powell, counseling secretary. If you receive a fee waiver for the SAT or ACT, you will login to your College Board or ACT account to receive a code to use as a fee waiver for college applications. ***If you are completing college applications on Common App and you select a fee waiver, you must email your counselor noting how you qualify for a fee waiver.***

**Letters of Recommendations** – You may need to submit letters of recommendation for college/work applications, scholarships etc. It is important to think of a teacher and/or staff member who knows you best when asking for a letter of recommendation. Please email the teacher/staff member no less than **2 weeks prior** to the due date to request a recommendation. In your email, include the following: Your name, why you need the letter (scholarship, college application, etc.), date you need the letter by and how it is submitted (to you or to another organization, etc.). Also include in this email your resume to help the staff member in writing your letter.

**Regular Decision** – You have the option to apply to several schools, review offers of admission and financial aid, and make a choice

**Residency Determination** – This establishes if students should have in-state or out-of-state tuition. You must complete this when applying to college.

**Resume** – A resume is a summary of your qualifications. As a high school student, you are detailing the following experiences: work, athletics, awards, service learning/community service, leadership, etc. [**Resume Template**](https://create.microsoft.com/en-us/templates/resumes)**s.**

**Rolling Admission** – Colleges with rolling admissions evaluate applications as they are received versus waiting to evaluate all applications after a hard deadline.

**Test Blind** – This refers to a policy where the admissions review process would not look at standardized testing (SAT or ACT) even if provided by the applicant.

**Test Optional** – This refers to a policy where the admissions review process allows all or some applicants to decide whether to submit SAT or ACT scores as part of their application. It doesn’t mean that schools aren’t interested in seeing all applicants’’ test scores, but if a student doesn’t submit their scores, it won’t be counted against them in the application review.