TO: Seniors and Senior Parents/Guardians
FROM: Mrs. Debbie Haley and Mrs. Jean Parkins, College Counselors
DATE: August 2010
RE: Important College Information

1) We make every attempt to schedule **COLLEGE TALKS** during our Co-Curricular block. When this is impossible due to the traveling schedules of the reps, talks are scheduled for the second half of a class block. Please discuss with your daughter the prudent use of the process, so she will miss class for only the colleges she truly is interested in learning about.

2) There are some colleges that require an **OFFICIAL TRANSCRIPT** be sent with the student's application. Some scholarship applications also require a transcript. We would like your permission to send this information when requested by your daughter.

3) As you receive **COLLEGE ACCEPTANCE LETTERS**, even for those you do not choose to accept, please bring copies to the College/Career Center (C/C Center). (For your convenience, we will make copies for you.) A list of the colleges and universities where members of the class have been accepted will be included in the written graduation program. This information is also used anonymously by the C/C Center and the Development Team for promoting our school in various reports.

4) As you receive **SCHOLARSHIP AWARDS AND RECOGNITIONS**, even those you do not choose to accept, please bring copies to the C/C Center. This information, <u>without</u> dollar amounts, will be announced at the Senior Awards Assembly and listed next to the student's name in the written graduation program. This information, <u>including</u> dollar amounts, is also used <u>anonymously</u> for promoting Saint Joseph High School. (Since many scholarships are based on financial need, some families prefer not to have it announced or published. Other families are delighted because their daughters would not have received them if they had not earned them with their good grades.) We will honor your wishes to have this information included or not.

5) A **FINAL TRANSCRIPT** to be sent to the 4-year college or private 2-year college will be due in May. We ask permission to send the transcript as requested by your daughter. Please note that a **transcript will not be sent unless we have a copy of the letter of acceptance to that college**. A letter signed by student and parent/guardian stating plans other than to attend college in the fall will also be due at this time. This information is necessary for WASC reports and grant requests.

On the attached sheet please indicate your preference on each of the above items, sign, and have your daughter return it to the **College/Career Center by September 10**.

Thank you very much!

_____ _____
Student Name (Print) Section

My daughter may miss class to attend College Talks. ____Yes ____No

Transcripts may be included with applications to colleges and scholarship committees when requested by my daughter. _ _ _ _ Yes ____No

My daughter's scholarships and awards may be announced at the Senior Awards Assembly and published in the written Graduation Program. I will inform you if specific ones are to be omitted. _ _ _ _ Yes ____No

A final transcript may be sent to my daughter's choice of college. ____Yes ____No

_____ _____
Parent/Guardian Signature Date

_____ _____
Student Name (Print) Section

My daughter may miss class to attend College Talks. ____Yes ____No

Transcripts may be included with applications to colleges and scholarship committees when requested by my daughter. _ _ _ _ Yes ____No

My daughter's scholarships and awards may be announced at the Senior Awards Assembly and published in the written Graduation Program. I will inform you if specific ones are to be omitted. _ _ _ _ Yes ____No

A final transcript may be sent to my daughter's choice of college. ____Yes ____No

_____ _____
Parent/Guardian Signature Date