

General College Application Information

As a direct to university senior, you will complete the **appropriate freshman applications** over the next few months in order to be at a university in the **fall of 2020**.

Your filing/submission status: freshman undergraduate or graduating high school senior with college credit.

Parts to the Application

1. **The Application**—you complete app--usually on a website (system or campus)
2. **Test Scores**—you have to send SAT or ACT scores to the campus
3. **Transcripts**—you request, counselor sends
4. **School Report**—counselor sends—you do nothing
5. **Optional: Essay/Personal Statement**—you do as part of the application
6. **Optional: Letters of Rec**—you request, teacher sends

School Information—USE for ALL Applications

Title: Academy of the Canyons Middle College High School (the “middle college” part is VERY important to include)

Principal: Dr. Pete Getz, pgetz@hartdistrict.org

Counselor: Ms. Justine Cabbage, jcabbage@hartdistrict.org (my “title” is counselor)

Address: 26455 Rockwell Canyon Rd., Santa Clarita, CA 91355

Website: www.academyofthecanyons.com

Phone: 661-362-3056

Fax: 661-255-2954

School Code (a.k.a. CEEB Code): 053-262

COC School Code: 004-117

Type of School: “other” or “alternative” and fill in “middle college” if you can. Don’t choose career path/academy.

Schedule: semester/traditional—don’t choose block.

GPA Scale Used: 4.0

Dates and Deadline

CSU: Filing/submission begins October 1; Deadline is November 30

UC: Filing/submission begins November 1; Deadline is November 30

Common App: Filing/submission from November 1st - Feb. 1 but can be as early as Oct 1-15.

Non-Common App Schools: Filing/submission from November 1st - Feb. 1 but can be as early as Oct 1-15.

****Many schools are doing VIP applications which can be due in October. VIP apps often don’t have an application fee and give you priority review. Check the fine print to see if they are “binding.”**

Terms

Regular Decision (RD): traditional acceptance path, students accepted in spring and commit by May 1st.

- Deadline: end of November to February

Early Action (EA): non-binding early acceptance, you can accept or wait to hear from other schools under RD before committing to this school.

- Deadline: Mid-October to Early November and varies by school

Early Decision (ED): binding early acceptance—if accepted, you MUST commit to this school and withdraw other applications. You can apply to ONE school ED. You can still apply to other schools RD in case you aren’t accepted ED.

- Deadline: Mid-October to Early November and varies by school

General College Application Information

Application Websites

UC: <http://admission.universityofcalifornia.edu/> click "freshman" at the top of the page

CSU: CalStateApply—<https://www2.calstate.edu/apply>

The Common Application: www.commonapp.org

The Coalition Application: www.coalitionforcollegeaccess.org

Fee Waivers

Students receiving free/reduced lunch with the National School Lunch Program or Homeless Youth Services, qualify for fee waivers for the SAT, ACT and college applications. UC/CSU/CommApp/Coalition has this built into their applications. SEE ME if this applies to you!

SAT/ACT Scores

Release your scores to your campuses in your CollegeBoard or ACTStudent accounts. Consider adding your social security number to your SAT/ACT accounts. Some colleges and systems match your scores to your application with you SS# because it is convenient. Without the number, campuses have to use other information to match which can be less convenient but still workable. **Send ALL scores**...don't pay extra fees for the option of sending only certain scores. Campuses know you take the test multiple times and have varying scores.

For UC—release scores to 1 campus and it will go to all your campuses.

For CSU— release scores to CSUAPPLY (4-digit code on screenshots) and it will go to all your campuses

The ESSAY/WRITING portion for both the SAT/ACT has to be ADDED for a fee. UC requires it. CSU does not. Check all other schools for requirement.

The SAT: <https://collegereadiness.collegeboard.org/sat>

AOC School Code = 053262

Use the following link to see SAT Subject Test preferences for the UC campuses

<http://www.universityofcalifornia.edu/admissions/freshman/requirements/examination-requirement/SAT-subject-tests/index.html>

The ACT: www.act.org

AOC School Code = 053262

Materials You Need to Complete the Application

Before beginning any application, gather your resources. Since most online applications time out when not detecting activity (typing is not considered activity, only clicking through the prompts is activity), you want to have everything you'll need in front of you.

1. **Unofficial high school transcript:** get these from Infinite Campus
2. **Unofficial college transcript:** print an unofficial copy from your MyCanyons account.
3. **Test scores and Dates:** SAT/Subject Tests, ACT, AP, IB scores for tests you've completed. Also **know the dates** of the tests you plan to take.
4. **Activities and Awards:** prepare concise descriptions of your most significant awards and activities (extracurricular, volunteer and paid) and the length of time involved (dates preferable). Some applications restrict the number in each category so rank these from most important to least important. Don't use ACRONYMS or abbreviations for names since these differ across the country.
5. **Annual Income:** some schools will ask for this, some won't, and some will make it optional. If your parents claim you as a dependent on their tax returns, you'll need to know their annual income (pre-tax).
6. **Parents' Residency:** more important for California state (UC/CSU) applications but you'll need to know the date they moved to the state where they legally reside.
7. **Social Security Number:** sometimes this is optional but if they ask and you have one, provide it. UC connects SAT/ACT scores to your app with your SS#.
8. **Citizenship Status:** If you're not a U.S. citizen, know your immigration status and/or the type of visa you hold. Please note that U.S. citizenship and/or documented residency is NOT required for admission.
9. **Credit Card:** You will have to pay the application fees. If you apply to multiple schools, you will have to pay for each application. Have the credit card account number, expiration date, cardholder's name, and billing address.
10. **California Statewide Student ID#:** This is used on the UC/CSU applications and is optional. It is listed in the "Student Information" box on your transcript.

General College Application Information

Navigating the Online Application

Please use these recommendations as you work through the online application.

1. **Don't expect** to sit down and complete all the application(s) in one sitting. This process takes time and strict attention. Complete part of the application, save your work, go back later and review what you entered, then continue filling out the application.
2. **Use the right browser:** Only newer browsers will work with the high security settings these sites have. Browser requirements are usually listed on the application website.
3. **Disable pop-up blockers:** Most of the online applications use pop-ups, so be sure any pop-up blockers are disabled.
4. **Update video player:** Most applications have a virtual tour for the application or a video assistant. Update your players before starting so you can use this feature.
5. **Follow directions:** SERIOUSLY, don't assume you know how to move through the application without reading the directions. On EVERY page and pop-up, scroll down to the bottom to avoid missing any information.
6. **SAVE your work:** CONSTANTLY save your work. You will not want to go back and redo everything.
7. **Review your summary:** Look for any instance where the summary pages are blank or say something like "no information added." This means you didn't put anything in this space. Did you mean to leave it blank? If you didn't, click the "modify," "add," "edit," or "change" button to go back and fill it in.
8. **Time Out:** Be careful not to let the page time out. If you didn't save your work, you will lose whatever you did if the page times out. Most websites don't consider typing "activity" and will time out if you haven't moved forward in the application by clicking the "next" button. If you have to do a short response, paragraph, or essay, write it in a word processing document then copy/paste it into the application.
9. **Back buttons:** DON'T use the browser's "back" button. Use the applications' tabs, buttons, or prompts to move around the site. Save your work before moving around.
10. **Email address:** Use one email for all your applications. Schools email applicants regularly to request or clarify information and they often need a quick response. Provide an address you will check regularly and keep until you enroll. Update your address books or email filters so they don't block communication from the schools or the application sites. **NO FAMILY email addresses—must be unique to you!**
11. **Schools can communicate with you at ANY time during the process and may need an immediate answer. Failure to check and respond to a communication could jeopardize your acceptance!**
12. **Payment—**use a credit card if you can. If you choose "pay by bill/bill me," the application won't be submitted until they receive payment.
13. Print out the submission confirmation number if you get one—UC/CSU—before you close out of the application. The UC/CSU use this number if there are problems.

READ, READ, READ the application!

A Few More Details...

1. **Middle College:** If you don't discuss coming to AOC and the middle college experience in your personal statement and/or essay, please use the "Additional Comments" section to do so.
2. **File Early and the 11:59pm Deadline:** On the last day of submission, the websites are extremely congested, sometimes crash, and your application might not get submitted. 11:59 is a **strict** deadline for the UC. If the website specifies ANY time, BELIEVE IT! It could take HOURS for the submission to work—don't delay!
3. **College Courses ERROR:** when using college courses to meet requirements, some applications show an error message or "the requirement has not been met" message. The Universities know the course meets the requirement—but the online app has this "glitch." If available, check the box that indicates you are aware of the possible deficiency (even though it is not a subject deficiency). In the "Additional Comments" or "Gaps in Education" sections, indicate that you are using a college course to meet the requirement. For example: "Spanish 101 meets the 2 year LOTE requirement since it corresponds to the first 2 years of high school Spanish."