

## Class of 2020 College Bulletin #5 January 2020

### UPCOMING DATES AND DEADLINES

- ✓ **Monday January 6, 2020**- All remaining transcript requests due. It's not uncommon to tweak the college list during the break, and add/change some college choices. The last date to hand in request forms is 1/6/2020.
- ✓ **Friday January 17, 2020** - Mid-year transcript request form is due. Please Note: Mid-year grades are not available until after February 1, 2020. Ms. Harris and Ms. Teslik will review this procedure with students in class next week. Guidance and the form are also available in the college procedures booklet.

**1. Early Decision Acceptances** Students who have been accepted to college via an early decision program are now **required** to withdraw any submitted applications **ONLY** if you submitted **YOUR** portion of the application to a college. You notify the college/s **in writing** that you have been accepted to another institution through an early decision program and wish to withdraw your application. You may do this in the form of an email to the college admissions office and CC the admissions representative (if you have their email address). Please also copy or forward the email to Ms. Harris or Ms. Teslik so it may be retained on file. Please see your counselor if you have any questions regarding this process. Sample template:

*Date*

*To Whom It May Concern:*

*Please be advised that at this time I need to withdraw my pending college application. I have been accepted to another college through a binding early decision program. I wish to sincerely thank you for your consideration of my college application.*

*Sincerely,*

2. **Handling a College Deferral** If you have been deferred from an EA or ED school the best course of action is as follows: First, check with the college to see if they offer any specific guidance, or if they will accept any new materials. Second, you can submit a brief **letter** (not an essay) of intent why you are still interested in attending the college. Third, the college wishes to review your midyear grades which will be sent in February. There is no urgency to send a letter at this time since the colleges will not be making decisions for a few months.
3. **Early Action Acceptances** For those students who have applied to multiple Early Action schools you do not have to accept the offer until MAY 1, 2020. However, should you decide that you are definitely attending a particular college you have the option to notify other colleges that you do not plan on attending. That allows the college to offer the seat to another applicant.
4. **Mid-Year Reports** – Mid-Year Reports are required by most, not all colleges. CUNY does not require mid-year reports. Students may refer to the **Common Application or directly to the college's website** in order to confirm the many colleges that do require mid-year reports. **A REMINDER: MID-YEAR REPORTS ARE NOT AVAILABLE UNTIL AFTER FEBRUARY 1, 2020.**
- ✓ HSAS will require that any student who wishes to send a Mid-Year Report fill of the Mid-Year Report Form which is in your college application procedures packet, available in the guidance office, and will be distributed in class next week. On this form students will indicate the colleges where they used **The Common Application, SUNY APP or OTHER APP.** **Please do not put any CUNY schools on this form.**
  - ✓ For students who are already accepted to a college in most cases you are still required to submit mid-year grades. This allows colleges to monitor your ongoing academic standing. Please check with your college.
5. **ACT/SAT Scores** Remember it is the student's responsibility to send all test scores to their prospective colleges from the testing agencies. You can do this directly from their websites. For CUNY programs please use the code **2950** to send scores. You **DO NOT** need to send the scores to the individual campuses.

6. **Naviance: Keep your Naviance college list accurate and up-to-date.**

- No documents are submitted to colleges unless an HSAS paper form is on file. If you applied to a college during the break you must give your counselor a pink form.
- Please check the *Initial materials column* on your Naviance account. You can also verify that all documents have been submitted on your Common Application. If anything seems incorrect notify your counselor immediately.

The receipts are important for tracking dates and confirming that all documents have been sent accordingly. If you do NOT have a paper receipt you can assume that your documents have not been sent. We are in the process of handing those out now.

- If possible please **remove** colleges that you are no longer interested in applying to. Please note: If your counselor did submit documents and recommendation letters on your behalf to a college that you are no longer applying to that college **cannot** be removed from your Naviance list. Counselors will rectify your Naviance lists at a later date.

7. **Missing Documents** – In the coming weeks students may receive emails indicating that a college is missing a relevant document, if so:

- Please **call** the college immediately to inquire if there is an overlap on the dates (check your receipts to see when your documents were mailed/mailed by the school, compare that with the date on the email from the college).
- If you verified that the information was actually NOT received, alert your counselor immediately and provide a copy of the email so we may also follow up with the college.

Please also note that submitted school documents are initially stored in an electronic repository. Colleges DO NOT download any school documents until the student actually submits their Common Application.

8. **CUNY and Counselor Recommendations** If you applied to Macaulay Honors or to the general programs at CUNY please feel free to go back into your application and add Ms. Harris or Ms. Teslik as a recommender. We have written a letter for each student and can add that to your application if you request this. This is optional for most general programs at CUNY.

9. **Financial Aid** – a few tips for financial aid

- Make sure you know each college's FINANCIAL AID DEADLINE. Go to the college's financial aid page on their website.
- Expect to file for financial aid by February 1, 2020 or before for regular decision applications.
- There are financial aid calculators online where you may input your information to get an estimate of what your EFC (estimated family contribution) may be.

**VERY IMPORTANT INFORMATION ABOUT FAFSA**

- You can list up to ten (10) schools on *FAFSA on the Web*. Those schools will automatically receive your FAFSA results electronically.

**Changing/Adding schools** – You can go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and select “Add or Delete a School Code” to make changes online or you can call the Federal Student Aid Information center (1-800-433-3243). If you call, you will need your **Data Release Number (DRN)**, which is located on your **SAR (Student Aid Report)**. ***Before you make any changes you must confirm that the initial 10 schools listed have received your financial aid information.*** Please note: If there are 10 colleges on your FAFSA, any new school codes that you add will replace one or more of the school codes already listed. When this change is made, any college removed from the list will not have automatic access to any **new** information you provide after you've removed that college. However, the college will still have the data you submitted when you listed that college on your FAFSA form. You are not deleting your FAFSA information from the college's system.