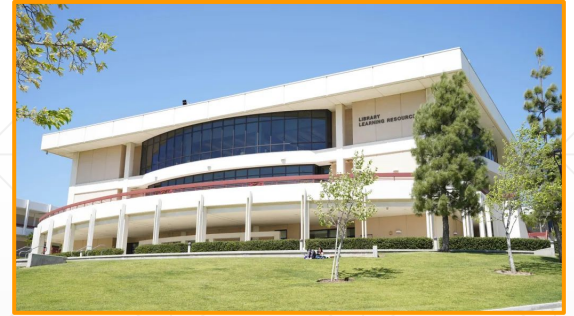


OPHS Senior College Application Meeting



CLASS OF
2024



Meet your OPHS counselors



Mrs. Caity Katz
10-12 Grade School
Counselor
Last Name: A-Fi



Ms. Jenny Charrett
10-12 Grade School
Counselor
Last Name: Lo-Ro



Ms. Andrea Lanter
10-12 Grade School
Counselor
Last Name: Fj-Ln



Mrs. Ranju Matson
10-12 Grade School Counselor
Last Name: Rp-Z

Wellness Counselor

Ms. Fatima Hernandez



College & Career Counselor

Ms. Amanda Fitts



College & Career Technician

Mrs. Ambyr Preston



Topics

- + Creating Your College/Technical School List
- + How we use Naviance
- + College Applications and Deadlines
- + Letter of Recommendation Request Process
- + Transcript Request Process
- + Counselor 1:1 Meeting
- + Scholarships/Financial Aid
- + Upcoming Workshops



Form a well-rounded college list

2-3 Reach Schools

3-4 Target/Match/50-50 Schools

2-3 Likely Schools (at least one financial aid “likely” school)

*Multiple UC and CSU campuses count as one application each.

Only apply to colleges you would be happy to attend!

Community College = free tuition for up to two years!





A guide to developing a balanced list of 8-10 schools, plus how to decide whether or not to apply early

[How to Develop a Great College List](#)

[College Application & Admissions Timeline](#)

[How to Research Colleges \(Without Visiting a Campus\)](#)

[How to Decide Whether to Apply Early Action \(EA\) or Early Decision \(ED\)](#)



WHERE TO APPLY

College Essay Guy



<https://www.collegeessayguy.com/blog/how-to-choose-a-college> - Use this guide to help determine reach, target, and likely colleges.



Naviance Student

- Home
- Academics
- Activities
- Attendance
- Calendars
- College Information
- Departments
- Our School
- Parents
- Staff Pages

oakparkusd.org/ophs



OPHS Turf Field

- August 21: Speech and Debate Parent Meeting (G-9), 7:00 pm - 8:00 pm
- August 22: Make-up Picture Day (Pavilion), 7:30 am - 11:30 am

Site Shortcuts

PSAT Registration- Complete by Aug. 31, 2023

Report-It Form

Student & Parent Handbook 2023-24

OPHS School Profile



OPHS Web Store



Weekly School Bulletins

OPHS PFA Weekly Newsletter

College & Career Center

[Back](#)

Welcome Student!



Log in to Naviance

CONTINUE WITH **Clever**

OR

Email or username

For example navigator@naviance.com

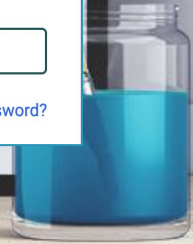
Password

Type password

Remember me

[Forgot your password?](#)

Log in with Clever



Cali's Future Planning

College: Bachelor's Degree

Military Service

Edit Path

Plan Your Future

Quickly access your path highlights, favorite careers, information from your school, and more from this page.

Welcome to Naviance

Welcome, Seniors!

Stay tuned for information about the college application process!

[Additional Information from Your School](#)

Tasks from My School

Task Or To-Do	Priority	Date
Attend college visits Task	None	05/26/23
Schedule an appointment with... Task	None	10/31/23
Order Transcripts Task	None	11/30/23

- 1. Find Your Fit:** Use tools like SuperMatch and Scattergrams to identify your best-fit colleges.
- 2. Research Colleges:** Dig deeper into colleges of interest using tools like Acceptance History.
- 3. Apply to Colleges:** Manage college applications and corresponding documentation.
- 4. Scholarships & Money:** Search for and keep track of scholarships.
- 5. College Visits:** Check out and sign up for colleges visiting the school.

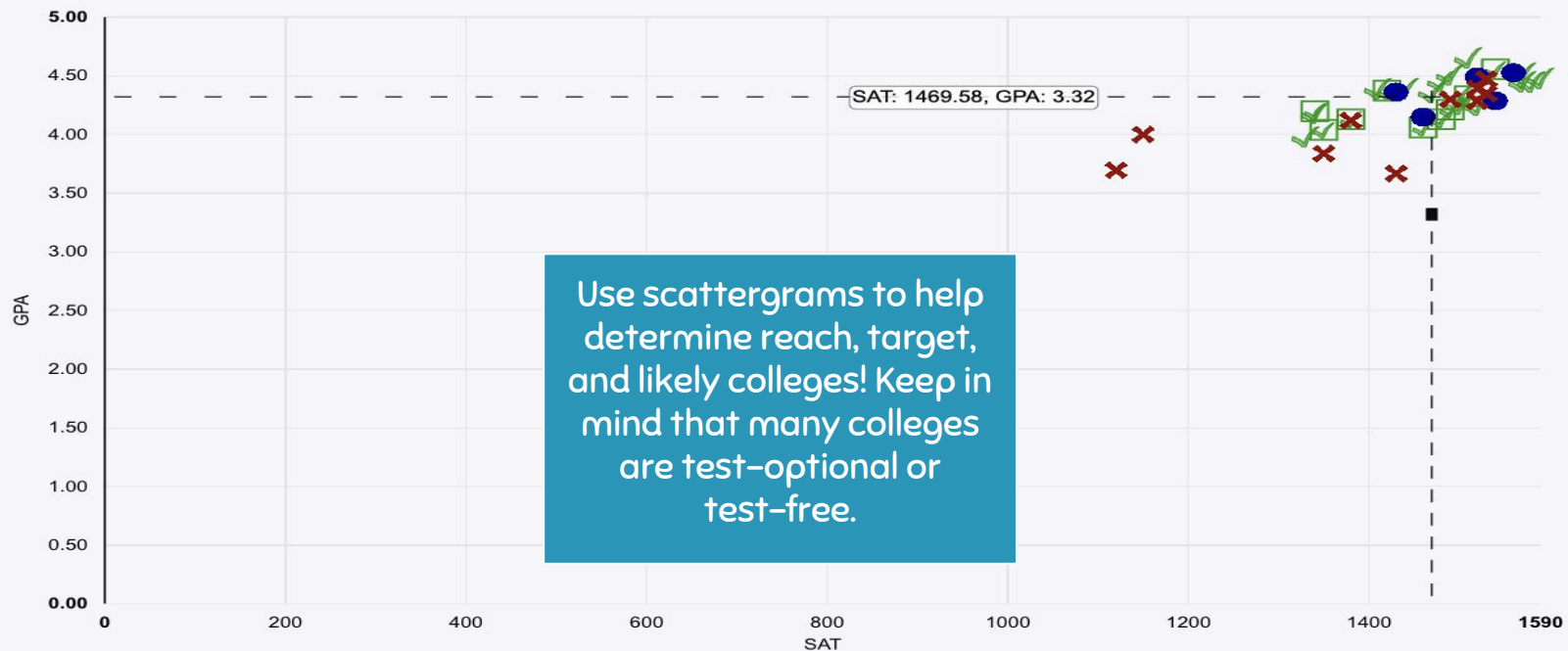
Scattergrams | Applications for Oak Park High School i

Comparing

Weighted GPA ▼

with

SAT (1600) ▼





Overview

Studies

Student Life

Admissions

Costs

NEXT DEADLINE



**Fall 2023 Term
Early Action Deadline**

[See all deadlines](#)

APPLICATION FEES

\$50

Freshman application

ACCEPTANCE RATE

65%

SAT: 1469.58, GPA: 3.32

Check out Scattergrams to see how this relates to you

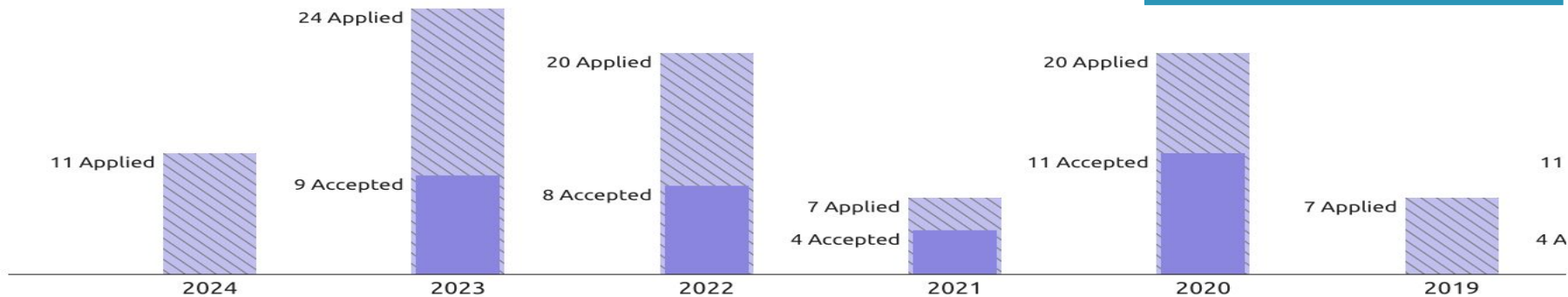
from 2022

IMPORTANT POLICIES

- Competitive Admissions
- No Early Decision
- Notify By Date
- Registration By Appointment Only

Use OPHS application history and general acceptance rate to help determine reach, target, and likely colleges!

Your high school's application history



Using Naviance in the College Application Process

Student's Responsibility

- + Add your colleges to “Colleges I’m Applying To”
- + Note what application you are using
- + Enter your deadlines
- + Add teacher recommendation request (once confirmed)
- + Complete tasks on Naviance home page

School Action

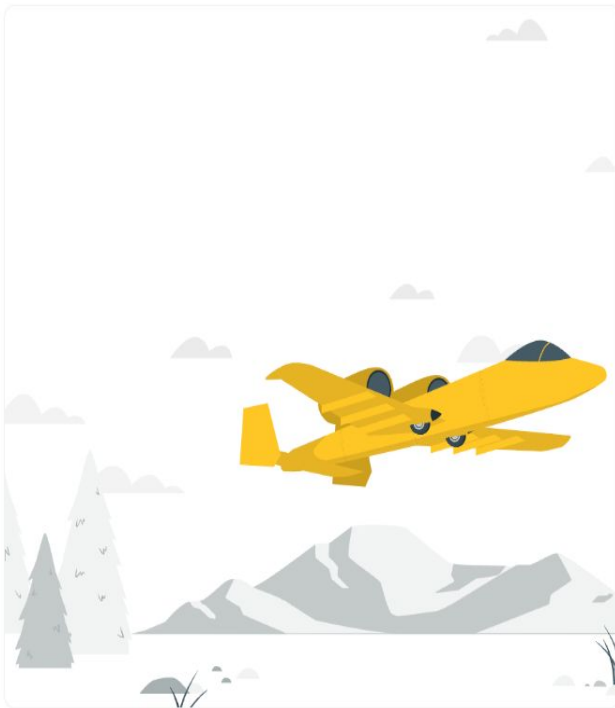
- + All of the above allows the school to send your transcripts and recommendation letters to the intended college, through the right pathway, by the correct deadline.

Naviance Next Steps

- + Review tasks assigned on Naviance home page
- + Match Common App to Naviance (if using)
- + Add Colleges To “Colleges I’m Applying To”
 - + Confirm App Type (refers to app deadline)
 - + Confirm App Submission (refers to app you use)
- + Request Teacher Letters of Recommendation (if applicable)
 - + Schedule 1:1 counselor meeting through OPHS Counseling website

Plan Your Future

Quickly access your path highlights, favorite careers, information from your school, and more from this page.



Career Goals



Actuaries

Welcome to Naviance

Applying to College Naviance Instructions*

Click "Read More" to view the full instructions.

****Do not begin these tasks until after counselors have met with seniors during Government/Econ classes OR after Senior Family College Night on August 29th.***

This document provides step-by-step instructions to use Naviance in the college application process, how to request transcripts, and how to request teacher and counselor recommendations. If you have any questions, please email your counselor, Mr. Eitte (efitte@psuid.org) or Mrs. Preston.

[Read More](#)

[Additional Information from Your School](#)

Tasks from My School

Task Or To-Do	Priority	Date
<input checked="" type="checkbox"/> Schedule an appointment with my C... Task	None	10/31/23
<input checked="" type="checkbox"/> Order Transcripts Task	None	11/30/23
<input checked="" type="checkbox"/> Request Teacher Recommendation v...	None	11/30/23

College Visits

Search for colleges

College rep visits to OPHS - Sign up on home page or under "Colleges"

AUGUST
Mon **28**
02:45PM

University of Oklahoma-Norman Campus
📍 College & Career Center (Room C-6)

Register Now

View Details

AUGUST
Tue **29**
02:45PM

Ohio State University-Main Campus
📍 College & Career Center (Room C-6)

REGISTERED

Cancel

View Details

AUGUST
Thu **31**
12:15PM

DePaul University
📍 College & Career Center (Room C-6)

Register Now

View Details

SEPTEMBER
Tue **05**
11:55AM

New York University
📍 College & Career Center (Room C-6)

REGISTERED

Cancel

View Details

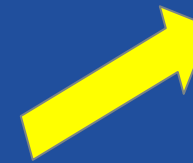
SEPTEMBER
Tue **05**
02:45PM

University of Iowa
📍 College & Career Center (Room C-6)

Register Now

View Details

Naviance Tasks



Tasks

Goals

To-Dos

Calendar View

Tasks Assigned to Me

Goals

To-Do List

Calendar View

My Tasks

Tasks are assigned to you by your school. They can be pretty important, some of them are even required to graduate! So, make sure to go through them to be sure you're on track.

Tasks you Need to Work On



TASK

Schedule an appointment with my Counselor

REQUIRED

DUE Tuesday Oct 31, 2023

Assigned by Amanda Fitts



TASK


Order Transcripts

REQUIRED

DUE Thursday Nov 30, 2023

Common App: Matching Account in Naviance

1. Go to “Colleges I’m Applying to” list.
2. Select “Match Accounts.”
3. Enter the email address used for the Common App account.
4. Review the information, select “I agree,” and then click “Connect” to match accounts.
5. Once a student has matched their account, schools from their application list in Common App will feed into their Naviance Colleges I’m Applying to list.

 [Click here to watch a Common App Matching video tutorial.](#)


[Click here for step-by-step Common App Matching instructions.](#)

The matching process can take a few minutes to process.



FINAL REVIEW BEFORE YOU MATCH

You've now completed the initial steps for creating a Common App account. As a final review, before you match your account in Naviance Student, you'll need to do the following on the Common App website:

1. Create a Common App account
2. Find and add the current school you are attending (high school)
3. Add at least one college to your Common Application list
4. Sign the FERPA Release Authorization form 

**FERPA AUTHORIZATION:
YOU MUST WAIVE YOUR
RIGHT TO VIEW YOUR
RECOMMENDATION
LETTERS.**

Common App - FERPA

- Once one school is added, sign FERPA release; it then applies to all schools in your “My Colleges” list
- Remember: Do NOT invite teacher recommendations here!

My Colleges

- Arizona State University
- California Lutheran University
- Chapman University
- Duke University**
- College Information
- Application
 - Questions
 - ✓ **Recommendations and FERPA**
 - Review and Submit - Common App
- Writing Supplement

Recommendations & FERPA

✓ **FERPA Release Authorization**
[View Details](#) ▾

Invite Recommenders
Recommenders are people who will submit forms and information to colleges on your behalf. Check out our [video about recommenders](#).

Invite Recommenders **Manage Recommenders**

✓ **Counselor**
Your school is using Naviance for transcripts, school reports, and teacher recommendations. Please contact your counselor directly and they will provide instructions specific your school regarding these documents. If your counselor wishes to submit forms via mail, you can download forms that can be completed on paper and mailed to each institution to which you apply.

Adding Colleges to your Application List

Add ALL colleges you plan to apply to: Community colleges, technical schools, & four-year colleges. This way, we can contact you with important information and send your documents!

To add colleges to your application list, you will:

1. From the home page, click on Colleges I'm Applying to
2. Click [the blue circle](#) with the plus sign
3. Search for the first college you are applying to
4. Update your decision type and how you'll apply
5. Add the college

Naviance Home Self-Discovery Courses Careers **Colleges** Planner

Colleges I'm Applying To

Search for Colleges

You have matched your Common app account using the name Cali Student.
CA match email: afitts@opusd.org | Common App ID: 34285463

FERPA completed

[Compare Me](#) **+**


= extended profile available [Remove](#)

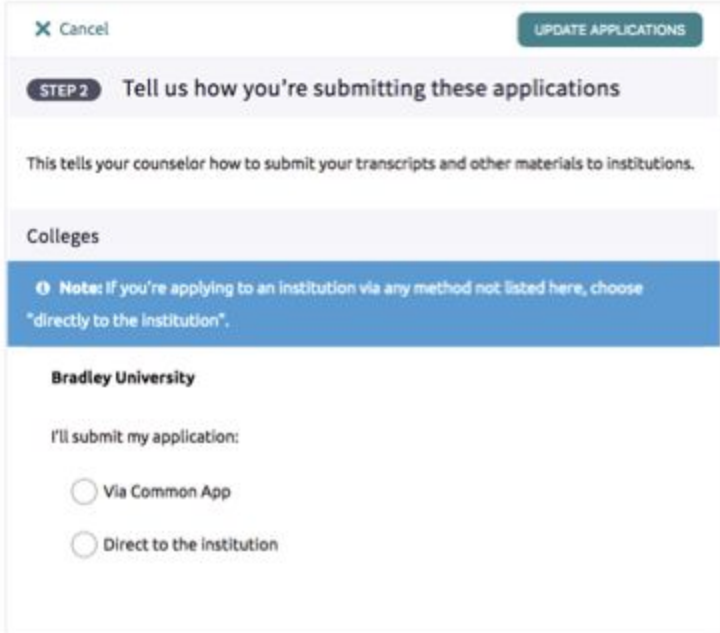
College	App Type	Deadline	Transcripts	Materials	Application Type	Application
<input type="checkbox"/> American University	Regular Decision - Fall 2024	Jan 15	No request	Initial materials submitted	CA	Unknown EDIT More
<input type="checkbox"/> Bentley University	Early Decision - Fall	Nov 15	No	Initial materials	CA	Unknown EDIT More

Adding Colleges to your Application List

Make sure you indicate how you are applying to the particular college.

- Some colleges accept applications through Common App or another method. You will need to update how you are applying in Naviance Student so the counseling office knows how to send the materials.
- If you are NOT applying to the college via Common App, select the “directly to the institution” option.

 [Click here to watch a video tutorial](#) to add colleges to your Naviance “Colleges I’m Applying to” list
[Click here](#) to view full instructions.



The screenshot shows a web interface for updating applications. At the top left is a 'Cancel' button with an 'X' icon, and at the top right is a green 'UPDATE APPLICATIONS' button. Below this is a header for 'STEP 2 Tell us how you're submitting these applications'. A sub-header reads 'This tells your counselor how to submit your transcripts and other materials to institutions.' Underneath is a section titled 'Colleges'. A blue highlighted note states: 'Note: If you're applying to an institution via any method not listed here, choose "directly to the institution".' Below the note, the college 'Bradley University' is listed. Underneath the college name, it asks 'I'll submit my application:' and provides two radio button options: 'Via Common App' and 'Direct to the institution'.

X Cancel

Which college are you applying to?

Emerson College



Colleges already in your application list would be unavailable for selection.

App type

Early Action November 1



I'll submit my application

I'm not sure yet



Via Common App

Direct to the institution

Add Application

Direct to institution = Coalition Application, Parchment, or through the college's website.

Important! We must know how you plan to apply in order to submit your transcript and letter of recommendation. Otherwise, your college will not receive them.



✕ Cancel

Which college are you applying to?

University of Southern California ✕

University of Southern California

University of Southern California - School of Cinematic Arts

University of Southern California School of Music

University of Southern California School of Dramatic Arts

I've submitted my application

Add Application

Important! Do not enter special programs/majors that the college offers. Simply enter the name of the college. For example, select “University of Southern California,” and not “University of Southern California - School of Cinematic Arts.”

Otherwise, we cannot properly send your recommendation letters and transcripts.

Naviance: Post your SAT or ACT scores *(if applicable)*

- + Posting scores in Naviance gives you comparison admission decision data with past OPHS applicants for specific colleges you are interested in applying.
- + Test-Optional means Test-Optional
- + Check college websites for requirements, both for admission and merit aid consideration
- + **Many colleges are test-optional: Visit <https://fairtest.org/> for the list of colleges.**





Application Materials

Student Responsibility

- + Submits application (e.g. UC, CSU, Common App, Coalition, Other)
 - + May include school-specific supplement
- + Application fee payment/Fee waiver
- + Test Scores - *if you have them or choose to send them*
 - + *Many colleges are test-optional or test-free.*
 - + Ordered by student from testing agency for a fee (ACT or College Board)





Application Materials

School Will Send

- + Transcript
- + Letters of Recommendation
 - + NOT for UC/CSU/Community college (unless requested separately)
- + *Once materials are submitted, colleges will send confirmation emails or communicate through applicant portals*





Application Materials cont.

- + Some colleges encourage
 - + Interview
 - + Demonstrated interest
 - + In-person/virtual rep visits to OPHS
 - + Admission Programs (College websites)
 - + In-person/Virtual college tours
 - + Emails from the college



Naviance: Application Plans

STUDENTS: WHICH COLLEGE ADMISSION PROCESS BEST SUITS YOU?

Non-Restrictive Application Plans

Regular Decision

DEFINITION:

Students submit an application by a specified date and receive a decision in a clearly stated period of time.

COMMITMENT:

NON-BINDING

Rolling Admission

DEFINITION:

Institutions review applications as they are submitted and render admission decisions throughout the admission cycle.

COMMITMENT:

NON-BINDING

Early Action (EA)

DEFINITION:

Students apply early and receive a decision well in advance of the institution's regular response date.

COMMITMENT:

NON-BINDING

Students are not restricted from applying to other institutions and have until May 1 to consider their options and confirm enrollment.

Restrictive Application Plans

Early Decision (ED)

DEFINITION:

Students make a commitment to a first-choice institution where, if admitted they definitely will enroll. The application deadline and decision deadline occur early.

COMMITMENT:

BINDING

Restrictive Early Action (REA)

DEFINITION:

Students apply to an institution of preference and receive a decision early. They may be restricted from applying ED or EA or REA to other institutions. If offered enrollment, they have until May 1 to confirm.

COMMITMENT:

NON-BINDING

Students are responsible for determining and following restrictions.

Early Decision (ED)

Important to Understand

1. **You may only apply to 1 ED college!**
 - + You may be able to apply Early Action (EA) to other schools but not Restrictive EA. Check each college's ED policy, as they vary.
 - + Student, parents and your OPHS counselor sign an ED acknowledgment agreement!
2. ED is binding. If accepted, you agree to attend this school (consider finances before applying).
3. You must withdraw your applications from all other colleges if accepted ED.
4. Mid-year transcripts will not be sent to other colleges if you are accepted ED.
5. If a college does not offer the financial package within your means, you *must speak to the admissions office and financial aid office to discuss your ED.*



Types of College Applications

- + University of California
- + California State University
- + Common Application
- + Coalition Application (please use Common App if you have that choice)
- + Other – some universities have their own application on their website





University of California

- + Comprehensive Review
- + 4 of 8 personal insight questions (350 words each)
- + Application submission timeline: Oct 1 – Nov 30 (open August 1)
- + To apply:
<https://apply.universityofcalifornia.edu/my-application/login>
- + What is not sent with the application
 - + NO LETTERS OF RECOMMENDATION
 - + NO INITIAL TRANSCRIPTS – self report grades
 - + NO SAT or ACT scores





California State University

- + To apply, go to: <https://www2.calstate.edu/apply>
- + Once applied, student sets up a CSU portal and check admission status
- + Application Submission Timeline: Oct 1 – Nov 30
- + What is not sent with the application:
 - + NO LETTERS OF RECOMMENDATION
 - + NO INITIAL TRANSCRIPTS – self report grades
 - + NO SAT or ACT scores





Common Application

- + Account Rollover – If you opened your account prior to August 1st, you must roll over to the 2023–24 school year.
- + School Report – counselor will send with your transcript automatically when requested
- + Recommenders – Note “Required” and “Optional”
- + Essays – One required, but each school may have additional supplemental essays and/or short answer questions
- + Official Test Scores – Sent by student separately
- + Transcripts – Initial, Mid-year, and Final
- + Deadlines – These vary, check by school





Coalition Application

- + <https://www.coalitionforcollegeaccess.org/>
- + Do NOT request teacher/counselor LORs through the Coalition App, use Naviance.
- + If using the Coalition App, OPHS uses Naviance for document submission.



Information for Apps

OPHS School CEEB code: 050006

Counselor's phone: (818) 735-3310

Senior Class Size: 322

Graduation Date: May 23, 2024

GPA Scale: 4.0

GPA: You can self report either weighted or unweighted (GPAs are found in Q--use most recent semester of grades)

Course Scheduling System: Semester

Ranking: We DO NOT rank.



Letters of Recommendation

Private Colleges/Some Out-of-State Public Colleges

- + One or two faculty members
 - + Students should request from teachers who know them best
- + One counselor

Optional

- + Coach
- + Employer
- + Club advisor
- + Community service supervisor



Letters of Recommendation

- + Confirm types of recommendations colleges will accept (e.g. teacher, counselor, other) on the college websites.
- + Do not request a letter unless you need one
 - + Not all colleges ask for letters of recommendation
 - + Counselors will write a letter if at least one college in your list requires one

Letters of Recommendation cont.

Requesting from Teachers:

- + Politely ask teacher(s) for a letter
- + Once a clear YES is received AND once you've added schools to your "Colleges I'm Applying To" list, then you will formally request a teacher recommendation by adding the teacher to Naviance.
- + Teachers will receive your Naviance requests via email.

For "Other" Recommenders (Outside of OPUSD):

- + Request any outside recommenders through the Common Application or other application portal (not through Naviance), or have them send directly to the college by email or mail

[College Home](#)

Find Your fit

[SuperMatch College Search](#)[College Match](#)[College Events](#)[Scattergrams](#)[Advanced College Search](#)[College Lookup](#)

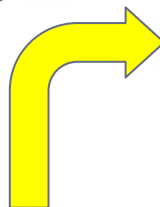
Research Colleges

[Colleges I'm Thinking About](#)[College Visits](#)[College Compare](#)[College Resources](#)[Acceptance History](#)[Enrichment Programs](#)[College Maps](#)

Apply to College

[Colleges I'm Applying to](#)[Letters of Recommendation](#)[Test Scores](#)

Scholarships & Money

[College-Specific Scholarships](#)[National Scholarship Search](#)[Scholarship Search](#)[Favorite Scholarships](#)

[Click here](#) to watch a tutorial to add letter of recommendation requests in Naviance.

Cali's Futu

Pla

Quickly a
informati



Career Goals

have any questions, please email your counselor. Me

[Additional Information from Y](#)

Tasks from My School

Task Or To-Do	Priority
<input checked="" type="checkbox"/> Schedule an appointment with...	None

Add new request

Here you can ask a teacher to write you a letter of recommendation. Make sure you give your teachers plenty of time to write your recommendations!

Cancel

Submit Request

1. Who would you like to write this recommendation?*

Anderson, Victor

2. Select the recommendation request type:*

**Select EACH specific college.
Do NOT “select all.”**

<input type="checkbox"/> Select All	Colleges ^	Due ^
<input type="checkbox"/>	American University 1 required / 2 allowed / 1 requested	Jan 15 2024
<input type="checkbox"/>	Bentley University 1 required / 5 allowed / 1 requested	Nov 15 2023
<input type="checkbox"/>	Boston University 1 required / 2 allowed / 1 requested	Jan 04 2024
<input type="checkbox"/>	Bradley University 0 required / 3 allowed / 1 requested	Nov 01 2023
<input type="checkbox"/>	California Lutheran University 1 required / 3 allowed / 1 requested	Jan 15 2024
<input type="checkbox"/>	Chapman University 1 required / 2 allowed / 1 requested	Jan 15 2024

Letters of Recommendation

- + **DO NOT assign recommenders in the Common App for OPHS staff with an opusd.org email.**
 - + We use Naviance to send recommendation letters to Common App schools. If you invite the teacher from the Common App and they accept, it will block their letters from ALL STUDENTS at OPHS.
- + No letters for UCs or CSUs at time of application



Counselor Recommendation Request Process

Steps to Complete for a Counselor Recommendation (in Naviance Tasks):

1. Add colleges to “Colleges I’m Applying to”
2. Counselor Questionnaire
3. Resume: Upload a resume in the “Journal” section of Naviance or create a resume in Naviance.
4. Parent Questionnaire (strongly recommended)
5. Complete “[Initial Transcript & Counselor LOR Request for College Applications](#)” form.
6. Request 1:1 Counselor Meeting through the Counseling website.

ALL steps above MUST be completed prior to meeting date

Counselor 1:1 Meeting

Go to the Counseling Dept website to sign up for your 1:1 meeting. Meeting sign-up links will be available starting 9/1.

Meetings are for students only.

- Schedule your 1:1 meeting according to the counselor recommendation deadlines found on the “Applying to College Naviance Instructions” (see next slide)
- A counselor letter of recommendation will not be written without a 1:1 counselor meeting
- Sign up for a meeting with Ms. Fitts if you do NOT require a counselor letter of recommendation.

Note: Please reserve earlier meeting dates for early deadlines

Counselor Letters of Recommendation

*Counselors will begin meeting with students Sept. 5th.

Application Due Date	Deadline to Request Letter
Before October 1st	Week of Sept. 5th
October 15th	September 11th
November 1st	September 18th
November 15th	October 13th
December 1st - January 15th	November 1st
After January 15th	At least 3 weeks before deadline

Naviance: Build Your Resume

9th-12th grade activities only

Go to ABOUT ME

Click RESUME

9th-12th grade activities, awards, work experience etc. Do **NOT** include middle school activities & awards.

Alternative location for resume upload:

Click ABOUT ME

Click JOURNAL

Click pink + sign

Upload a PDF

Resume

[Add/Update Sections](#) [Print/Export Resume](#)

Add new entries to your resume by selecting a type of entry from the menu below. If you're not sure what information to provide, you can select an entry type and read the tips displayed. When printing your resume, you can choose which entries you want to display, so we encourage you to add as much information as possible.

You've noticed you haven't created a resume yet. To get started, select the Plus button.

AVIANCE
BY POWERSCHOOL

[Site Map](#)

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CS Logged in as



Oak Park Hi
899 Kanan R
Oak Park, CA
p: 818-735-3
www.oakpar

- Objective
- Summary
- Work Experience
- Education
- Volunteer Services
- Extracurricular Activities
- Awards / Certificates
- Skills / Academic Achie...
- Music / Artistic Achieve...

Naviance: Teacher/Counselor/Parent Questionnaires

My Surveys

Filter by

All progress



✓ [Graduation Survey 2023](#)

COMPLETED

✓ [OPHS Graduation Survey 2023](#)

COMPLETED

[OPHS Senior Graduation Survey 2023](#)

IN PROGRESS

[#1 Teacher Recommendation Questionnaire](#)

NOT STARTED

[#2 Teacher Recommendation Questionnaire](#)

NOT STARTED

[#3 Teacher Recommendation Questionnaire](#)

NOT STARTED

[Counselor Recommendation Questionnaire](#)

NOT STARTED

[Dr. Victor Anderson: Recommendation Que...](#)

NOT STARTED

[Graduation Survey](#)

NOT STARTED

[Mr. Dave Sloan: Recommendation Question...](#)

NOT STARTED

[Mrs. Schultheis: Recommendation Questio...](#)

NOT STARTED

[Mrs. Winnie Sloan: Recommendation Quest...](#)

NOT STARTED

[Parent Questionnaire](#)

NOT STARTED

Go to ABOUT ME tab (your initials)

Click SURVEYS FROM YOUR SCHOOL

Counselor Recommendation Questionnaire

Parent Questionnaire



Ordering Transcripts

- 1) Electronic Delivery to Colleges Listed in Naviance (Colleges I'm Applying To)
 - Add college(s) in Naviance under “Colleges I’m Applying To”
 - Check Naviance: there must be a blue computer symbol showing under “Submission Type” in the “Colleges I’m Applying To” section or else we can’t send electronically through Naviance and you must request another option
 - Make sure deadline and delivery type are correct in Naviance
 - Complete “[Initial Transcript & Counselor LOR Request for College Applications](#)” form.
 - The above form should be completed and your colleges should be in Naviance at least 5 school days before a deadline to ensure all school materials are sent by the deadline. Your request will be processed by the application deadline.

Ordering Transcripts

2) Mail Delivery to a college or scholarship program

- In addition to adding colleges to Naviance “Colleges I’m Applying to” list and completing the “[Initial Transcript & Counselor LOR Request for College Applications](#)” form, you must:
 - i) Provide a pre-addressed and stamped envelope to Ms. Ramirez, OPHS Registrar, in the main office.
 - ii) Make sure to attach your student ID#, and first and last name somewhere on the envelope (e.g. post-it, paperclip) that you provide Ms. Ramirez.

Ordering Transcripts

3) Email or Upload to a college NOT in Naviance

- Complete the “[Initial Transcript & Counselor LOR Request for College Applications](#)”
- See Ms. Ramirez at the front desk or email kramirez@opusd.org

4) Sending a transcript to a scholarship or another program, OR requesting an unofficial copy to be emailed to yourself

- Complete this [form](#).

Colleges I'm Applying To	App Type 	Deadline	Transcripts	Office Materials	Submission Type 	Application	
 American University	Regular Decision - Fall 2024	Jan 15		Initial materials submitted		Unknown   EDIT	
 Bentley University	Early Decision - Fall 2024	Nov 15		Initial materials submitted		Unknown   EDIT	
 Boston University	Regular Decision - September - September	Jan 4		Initial materials submitted		Submitted   EDIT	
 Bradley University	Early Action	Nov 1		No request	Initial materials submitted		Accepted   EDIT
 California Lutheran University	Regular Decision - Fall 2024 - Fall 2022	Jan 15		No request	Initial materials submitted		Accepted   EDIT
 Chapman University	Regular Decision - Fall 2024 - Fall 2022	Jan 15		No request	Initial materials submitted		Unknown   EDIT

eDocs Delivery Type Icons



Mail Only: documents can only be sent by mail



Electronic: documents can be sent through eDocs.



Common App: Common App docs can be sent through eDocs



Common App via Electronic: documents can be accepted through eDocs – you submit your application directly to the institution (e.g. Coalition App, SendEdu, college website).

Electronic, Common App, and Common App via Electronic icons mean we can send electronically via Naviance.



Senior checklist & timeline- College & Career website



GUIDE FOR

SENIORS

APPLYING TO COLLEGE

RESOURCES

Oak Park High School
899 N. Kanan Road
Oak Park, CA 91377
818-735-3300
<https://www.oakparkusd.org/ophs>

School Code 050006

Naviance
student.naviance.com/oakparkhs

Counselors
www.oakparkusd.org/page/1174

College & Career Center
www.oakparkusd.org/Page/1079

Counselor & Naviance Tasks to Complete

Complete Applying to College Checklist.
Colleges - Move "Colleges I'm Thinking About" to "Colleges I'm Applying To."
Select college **application deadlines** for each college.
Select **application type** in Naviance for each college.
Complete **Counselor Questionnaire** in Naviance.
Ask Parent/Guardian to complete **Parent Questionnaire** (use student Naviance log in).
Resume - complete Naviance resume or upload a PDF to the "Journal" section.

Senior Year Events to Attend

College Rep Visits - College & Career Center
Counselor Senior Year Meeting
Counselor 1:1 Meeting
Application Workshops
Essay Workshops
Financial Aid Workshops



SENIOR YEAR TIMELINE

August/September

- Solidify college list.
- Research application requirements and deadlines on college websites.
- Complete Applying to College Checklist.
- Ask for letter of recommendation (deadline is usually mid November).
- Start college essays and applications.
- Schedule college interviews.
- Attend college rep visits in the C&CC. Sign up on Naviance.
- Check portfolio/audition deadlines.
- Register for SAT/ACT. Many colleges are test-optional or test-free.
- UC Application available August 1st.
- Common Application available August 1st.
- Sign FERPA and match Common App with Naviance.
- Request official transcripts.
- Complete Naviance "tasks."
- Athletes: Register for NCAA or NAIA Eligibility Center and send transcript.
- Attend Financial Aid workshop, Part 1.

October/November

- Submit Rolling Applications as soon as possible.
- Check college portals for missing information.
- CSU application available October 1st. Submit between Oct. 1 and Nov. 30.
- UC application - Submit between Oct. 1 and Nov. 30 (open Aug. 1).
- Attend Financial Aid Workshop, Part 2.
- CSS Profile (if required by college) is available October 1st.
- Continue to attend college rep visits. Sign up on Naviance.
- Submit test scores from testing agencies (if applicable).
- Apply for scholarships.
- Submit ED/EA/REA applications with November deadlines.



Email

- ❑ Check your email often!
- ❑ Open spam folder too.
- ❑ Colleges and counselors will send important communications to you via email and/or ask you to log into your account.



Professional Interactions

- Social media
- Voicemail
- Email
- Students, not parents, need to communicate with colleges
 - Phone calls
 - Emails
 - Essays and applications



Etiquette

- Keep your college process to yourself.
- Don't make negative comments about others' lists/college choices.
- Don't apply to schools you haven't researched.
- Thank your teachers and counselors for writing recommendation letters.





Private College Counselors

- Private college counselors can be a helpful resource to assist with college research and organization.
- Colleges do NOT accept letters of recommendation, transcripts, or other application materials from private college counselors.
- College admission offices will contact Oak Park High School counselors, not private college counselors, with any questions about your application or candidacy.
- It is imperative that you work productively with the OPHS Counseling Office throughout the application process.
- Many students successfully navigate the college process without a private counselor.



College Acceptances – Be Aware

- + Every acceptance you receive is PROVISIONAL. This means the college has the right to rescind your admission offer.
- + If your GPA drops significantly, if you earn a D, if you have a disciplinary infraction, or if you drop a planned class second semester, *you could lose your offer of admission.*



What's Next

- Finalize Your College List
- Schedule your 1:1 Counselor Meeting on the Counseling Dept website
- You must have the following Naviance Tasks completed by your selected meeting date:
 - Close to final college list with deadlines in Naviance
 - Completed Counselor Questionnaire
 - Completed or Uploaded Resume
 - Complete “Initial Transcript & Counselor LOR Request for College Applications” form.

Unofficial Transcripts

- + See Mrs. Preston in College & Career Center with student ID to pick up transcript.
- + Please review prior to counselor 1:1 meeting.
- + Ensure all information is accurate.
- + Use your transcript to complete applications which require self-reported courses and grades.



Resources

- + Email communications from counseling department
- + OPHS College & Career Center Website
- + Workshops
 - + Tuesday, August 29: Senior Family College Meeting
 - + Saturday, September 9: College Financial Aid Presentation, Part 1
 - + Tuesday, September 12: Supplemental College Essay Workshop
 - + Wednesday, September 13: Students Athletes and the College Admission Process
 - + Tuesday, September 19: Senior Parent Coffee
 - + Tuesday, October 3: College Essay Presentation
 - + Thursday, October 5: College Mini-Fair
 - + Tuesday, October 10: College Financial Aid Presentation, Part 2
 - + Tuesday, October 17: NROTC Scholarship Presentation
 - + Wednesday, October 18: California State University Application Workshop
 - + Thursday, January 18: College Financial Aid Presentation, Part 3
 - + Career Chats – TBA
 - + Community College and additional workshops – TBA





Financial Aid Information

- + FAFSA – Free Application for Federal Student Aid
 - + Available December 2023
 - + Colleges set due dates
- + Estimate your need based aid with [EFC Calculator](#) BEFORE applying
- + CSS Profile (Collegeboard.com)– Additional financial information required by some colleges





SCHOLARSHIPS

- ❑ Apply for scholarships throughout the year
 - ❑ College & Career website
 - ❑ Weekly bulletin
 - ❑ Naviance
 - ❑ College/technical school websites
 - ❑ Fastweb.com, scholarships.com



