



North Cobb Counseling Department College Application Procedures

Future Shop

Visit the Future Shop, located adjacent to the Counseling Office, to obtain information on specific careers, colleges, universities, technical schools, and military information. You can also get help with college admissions info, scholarships, financial aid information, as well as the calendar of college visitors.

The Application

1. Plan to apply to at least three colleges; one where you are likely to be accepted, one that is your target school, and one that would be a “reach” or challenge. Use the college’s website to obtain to apply. All Georgia colleges and university applications can also be accessed through www.gafutures.org. Some colleges accept the Common Application, at www.commonapp.org.
Applications can be submitted before you send your transcript or test scores.
2. Check the requirements listed on each college application. Take note of the **deadline** and have all information submitted at least a week before.
3. **Request transcripts at the Counseling Office front desk.** Your transcript can be sent directly from North Cobb to the college admissions office (preferred method), or you may have it issued to you for mailing. Your first transcript is free all others are \$2.00.
4. Make sure you have taken the required entrance test (SAT/ACT/COMPASS or Accuplacer). Have your SAT/ACT scores sent to the college (Compass/Accuplacer is taken at the specific college). **We do not send SAT/ACT scores. They must be requested from College Board or ACT directly.**
5. If required, plan your recommendations early (at least 2 weeks) and print a copy of the appropriate form(s) to give to your school counselor and teacher(s). Provide teachers with a neatly addressed, stamped envelope to mail your recommendation. Your school counselor will fill out forms such as “Secondary School Report Form” and “Mid-Year Report Form” (if necessary). **Counselors must have your requests at least 2 weeks in advance of the deadline. A Senior Biography must be on file with your counselor in order for a recommendation to be completed** (available in the Counseling Office).
6. Prepare any required essay(s), based on the topic choices. Your essay should be conversational and relay the essence of your personality. It should not be boring, idealistic, or boastful, but rather interesting, specific and written with a sense of humor. Always have someone **PROOFREAD**; enlist the help of an English teacher to proofread, if needed.
7. Print a copy of the completed application for your records.
8. Check the college/university website carefully to determine which application deadline options they offer.

Application Deadline Options

Regular Decision: deadlines are usually in Jan/Feb, student is notified of acceptance or denial in late March.

Rolling Admission: once a student has submitted all of the required documents, the college will notify them of acceptance or denial about six weeks later. Admission decisions can be made anytime during senior year, but there is an application deadline at some point in order to make fall enrollment, usually around April.

Early Action: deadlines are usually in Oct/Nov. The student is notified of acceptance, denial, or deferral by December. Acceptance is not binding and the student still has until May 1st to make a final decision.

Early Decision: Early decision applications are usually due sometime between Oct. & Dec. **A student can only apply to one college for Early Decision.** If a student applies and is accepted to a college by Early Decision, the student **MUST** attend the school and withdraw all other college applications they may have at other schools.

College Admission Exams

Almost all colleges and universities accept both the SAT and ACT for admission purposes. Technical Colleges and some two-year colleges accept the COMPASS test for admission and/or course placement. **Do not** take the SAT or ACT until you have studied and are ready for the test. These are expensive, time consuming, high-stakes tests and you must take them seriously. When registering online for the test, North Cobb's school code is: **110005**

Interviews

If an admission interview is required (very rare), prepare by reading the college's literature or web site information. Arrive 15 minutes early and dress appropriately for your interview. Prepare some questions in advance you would like to ask the admissions officer, but avoid questions which are addressed in the college's catalog. You will be asked questions related to your future dreams, goals, hobbies, community activities, high school activities, etc. Be yourself and let your natural personality shine through. Your school counselor can help you prepare.

The College Visit

Each college has a distinct personality, which can be discerned when visiting while classes are in session. The atmosphere of a campus is an important consideration in the college choice decision. Be sure to explore the library, cafeteria, dormitories, student center, and academic facilities. If offered the opportunity, spend the night on campus and attend a class. If you have already chosen a major, you can also schedule an appointment or tour of a specific department for the same day you schedule an overall campus tour. These experiences will help you tremendously in making the right decision. Campus visits are set up through the individual college/university.

Financial Aid & Scholarships

Complete and submit online your FAFSA (Free Application for Federal Student Aid) www.fafsa.ed.gov as soon as possible after October 1 (in order to apply parents/guardians & eligible students must have completed tax returns). **Hope Scholarship/Hope Grant is applied for through FAFSA, as well as federal student loans (you have to pay back loans), and government grants (you DO NOT have to pay back grants).**

HOPE Scholarship: (students with a 3.0 Core GPA and above) Notification of preliminary qualification will be given to you spring semester. If you are qualified and not completing FAFSA you should go ahead and apply for the HOPE Scholarship through www.gafutures.org (GSFAPPS). Final qualification will be calculated after your spring semester grades are posted to your transcript in late May or early June. North Cobb will send your transcript electronically to the Georgia Student Finance Commission (GSFC), and they will determine if you are eligible for the HOPE. If you qualify, your college of choice will get the verification from the GSFC and you will be charged the appropriate tuition. For more details on HOPE Scholarship calculation, requirements and procedures, see www.gafutures.org.

HOPE Grant: Available to students going to any technical college in the state of Georgia. Unlike the HOPE Scholarship, students are not required to graduate from high school with a specific grade point average. However, students are required to have a minimum college GPA of 3.0 at certain checkpoints. You can find detailed information at www.gafutures.org.

HOPE or Core GPA: Includes all your grades from English, Science, Math, Social Studies, and Foreign Language. Your HOPE GPA is **not** listed anywhere on your transcript. Your HOPE GPA can be found by creating a profile on www.gafutures.org.

Scholarships: The scholarship bulletin will be updated monthly will be available through the counseling office.

REMEMBER: It is your responsibility to meet all deadlines. The earlier you organize and plan, the easier the college application process will be!