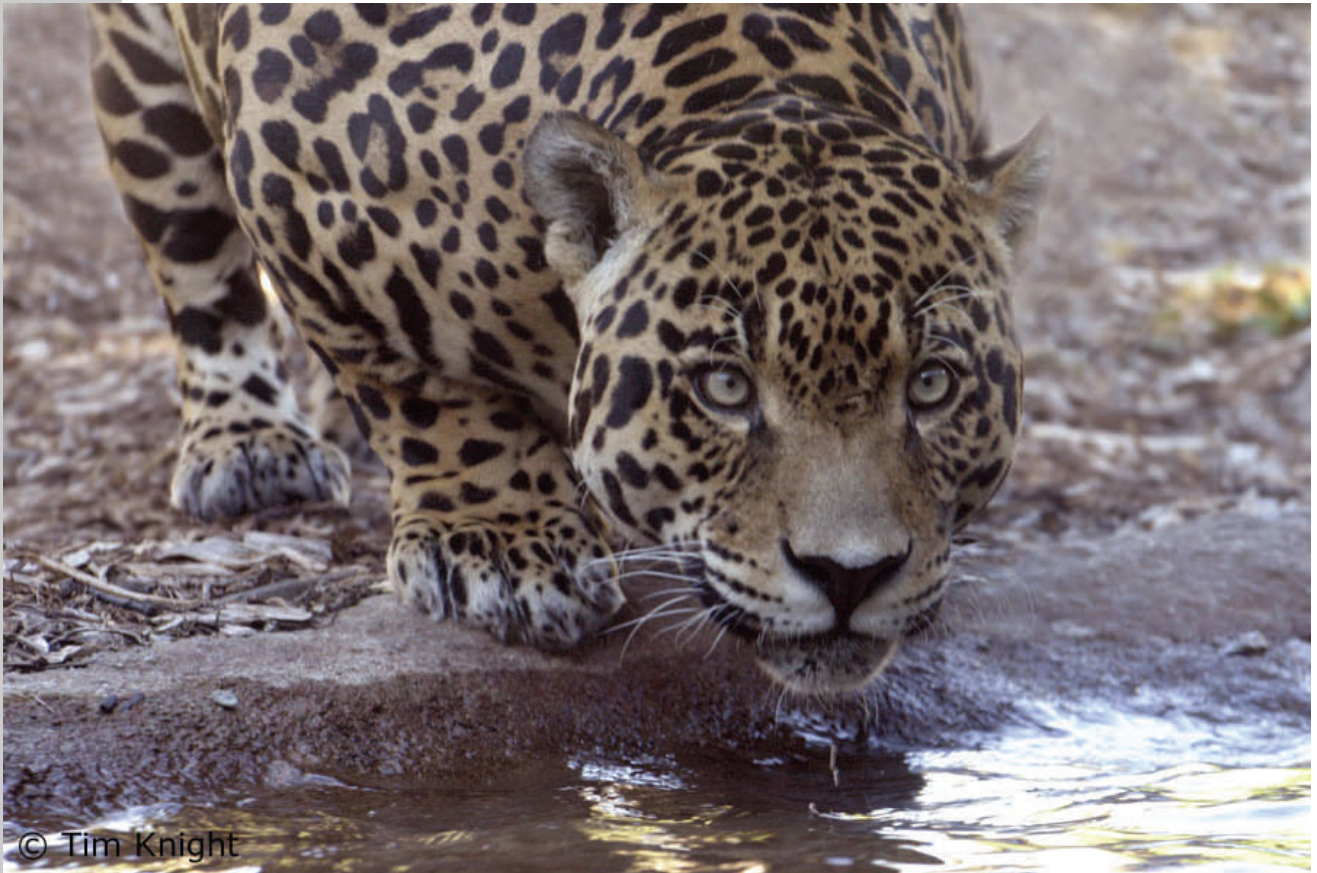


Hilliard Bradley High School Senior Year Planning Guide



**Class of 2012
Are you ready?!!**

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Senior Responsibilities and Opportunities

Senior Transcripts, Recommendation and Profile Information

Counselors will meet one-one-one with each senior in September to go over their transcript and current schedule to ascertain whether they have scheduled appropriate classes to graduate. Final responsibility for credits falls to the student and his/her parents.

In order to send your transcripts to colleges, we need a signed (parent signature) transcript release form on file. This also helps us keep track of where we have sent your transcript. This form will be mailed home this summer in your back-to-school packet. Senior transcripts cost \$2.00 each to send. You will get one final transcript free at the end of the year.

Often you will have administrators, counselors, or teachers write recommendation letters to go with your college/scholarship applications. Counselors will visit senior classrooms in the fall to check your transcript and to have you fill out the Senior Recommendation and Profile Info.

These forms are returned to the guidance office and kept on file there..

Senior Yearbook Photos

Senior yearbook photos are your responsibility. You can make an appointment at the studio of your choosing. Your picture must be in color, vertical, in school appropriate clothing with NO props, pets, friends or artwork.

Once you receive your photos you must put one in an envelope with your name printed exactly how it is to appear with your picture in the yearbook.

You must turn this envelope with photo enclosed to the Yearbook Office , Room C286 or Mr. Robbins mailbox in the main office by the deadline.

It is your responsibility to check the list Mr. Robbins posts to be sure he has your photo and that your name is spelled correctly.

Senior with obligations

Occasionally the school finds that there are students who have failed to return a textbook or library book, return a uniform to the appropriate coach, or pay academic fines/fees accrued throughout the school year. **Seniors must have all fees paid by May 1, 2012. All checks need to be paid to the order of Hilliard Bradley High School.**

Selective Service Registration

Who: All Boys

When: Within 30 days of their 18th birthday

Where: www.sss.gov

If you fail to register, you cannot qualify for federal student grants or loans for college, job training benefits, and many state and federal jobs.

Administrative Warning on “Skip Days” and Pranks

“Senior Skip Day”

Any “skip day” that seniors often plan to take is not sanctioned by the school and will be treated as a day of truancy. As is the usual consequence for truancy, a “0” grade is given in every class missed, which may result in the lowering of the student’s grade for the quarter. The administration will also retain the right to forfeit any “special days” set aside for the senior class if these types of activities become a disruption to the school.

Senior Pranks

The idea of a “senior prank” has existed in high schools for many years. These pranks are done with humor in mind but sometimes cross the line. Senior pranks can become destructive to school and personal property and cause numerous hours of clean-up by the custodial staff. In some documented cases, these pranks were prosecuted as criminal activity. It is the expectation of the Hilliard Bradley Administration that seniors will not involve themselves in these pranks. In doing so, it is the understanding of the student that the result can include school discipline, denial of participation in the graduation ceremony, withholding their diploma until August, and involvement of the police if the offense is criminal in nature.



Student College Services

Debbie Barie, College Counseling Secretary

SAT (Scholastic Aptitude Test) and ACT (American College Testing Program)

Colleges, universities and scholarship programs, as part of their admission, placement, selections, etc. process, will require candidates to submit scores directly from the SAT and/or from the ACT. While many institutions, agencies and programs will accept either instrument (ACT or SAT), it is incumbent upon students and their parents to be familiar with the testing requirements of the institutions, agencies, and programs of their choice. Most college bound seniors should have taken the SAT and/or ACT during the second semester of their junior year and early enough during their senior year (if needed) to meet college, scholarship, agency, etc., deadlines. Students may take the ACT and/or SAT as many times as needed.

Registering and Preparing: You can register for either test on the internet (**SAT at www.collegeboard.com; ACT at www.act.org**). Practice tests are also available in the guidance office and online. You are responsible for registering, making payment and picking out when and where you are going to take the test.

(For more information about SAT/ACT testing see College Planning the Course of Studies Book on the Hilliard Bradley Website)

2011—2012 Test Dates

SAT	ACT
October 1, 2011	September 10, 2011
November 5, 2011	October 22, 2011
December 3, 2011	December 10, 2011
January 28, 2012	February 11, 2012
March 10, 2012	April 14, 2012
May 5, 2012	June 9, 2012
June 2, 2012	

College Representatives Visiting Hilliard Bradley High School

Throughout the school year (though mainly in the fall), representatives from colleges and universities will make recruiting visits to Bradley. The purpose of these visits is to inform students of available program offerings and to better acquaint students with specific application procedures. Parents are welcome to attend the sessions. Please call in advance to verify the schedule.

If you wish to meet with any of the schools that visit, please follow these procedures:

- The college rep visit list specifies the days and times when the visits will occur and can be found on Bradley’s website or in the guidance office.
- Sign up to attend college representative presentations in the “College Visits” book in the guidance office at least two days prior to the visit. (Limit 5 for seniors, 3 for juniors)
- Obtain permission in advance from the teachers whose classes are involved.
- You will be issued a pass the morning of the visit. This pass will list the date, name of the college and the time the representative will be here. Most college rep visits are in the guidance office unless otherwise indicated on the pass.

Bradley's College Resource Room

Visit our College Resource room in the guidance office. Many pamphlets, brochures and other information booklets are available providing a wealth of information for colleges, careers and military.

College Campus Visits

Seniors and Juniors are permitted up to 3 official absences during the school year to visit a college/university. Sophomores and Freshmen must have prior approval from the college counselor to take a school recognized college visit. Seniors will not be granted an official absence for a college visit after May 1st.

Upon return to school, the student must provide the attendance office with verification of the visit. A note must be presented stating the student's name and date of visit on college letterhead, signed by a college official.

Columbus Suburban College Fair

When: Sunday, September 18, 2011
Time: 1:00—3:30 p.m.
Location: Clements Center at Otterbein University

Purpose: To offer students and their families the opportunity to explore a variety of colleges and speak directly with admissions representatives. Each college has a separate table where information is displayed and a representative is available to answer questions. Hundreds of colleges participate. Website: www.college-fair.org

Senior College Application Process

When: Wednesday, September 28, 2011
Time: 7:00 p.m.
Location: Bradley High School Performing Arts Center

Purpose: To provide students and their parents an overview and understanding of the application process for college, deadlines, local scholarships and other financial aid opportunities.

Junior College Planning

When: Thursday, October 6, 2011
Time: 7:00 p.m.
Location: Bradley High School Performing Arts Center

Purpose: To provide students and their parents information regarding college visits, the application process, scholarship opportunities, financial aid and ACT/SAT testing.

NCAA College Bound Student-Athlete Seminar

When: Wednesday, October 19, 2011
Time: 7:00 p.m.
Location: Bradley High School Performing Arts Center

Purpose: To provide students and their parents with key points regarding freshman eligibility and the recruitment process.

FAFSA (Free Application for Federal Student Aid) Seminar

When: Thursday, November 17, 2011
Time: 6:00 p.m.
Where: Bradley High School Performing Arts Center

Purpose: To provide college bound seniors and their parents with an overview of tips for college financial aid and the financial aid process. This will include: Hints for completing the paperwork associated with the Free Application for Federal Student Aid (FAFSA); methods of filing; ins and outs, as well as the terminology associated with the financial aid process; time saving procedures that will help minimize delays, etc.

Scholarships

Scholarship information will be available in the guidance office and/or on college, organization websites throughout the school year. Seniors and their parents are encouraged to stay up-to-date with the latest information regarding scholarships. As the school year progresses, the scholarship list will become more extensive. **Be aware of deadlines.** Many schools offer financial incentives for those who apply early.

Local Scholarships

We are very fortunate to have scholarships that are generated from the Hilliard community. These scholarships are open to all seniors who meet the criteria to apply. An updated list is available in the guidance office and on the Bradley website. Many of the scholarships have criteria such as a certain GPA, or a certain college field of study, or required community service. Each one has a different set of criteria. These scholarship applications can be picked up in the guidance office and typically become available beginning in January. They are awarded at our Senior Scholarship night in the spring.

Among Local Scholarships **usually** offered are:

Anne Stout Music Scholarship
Bradley Athletic Boosters
Hilliard Administrators
Hilliard Alumni
Hilliard Area Chamber of Commerce
Hilliard Area Realtor's Association
Hilliard Arts Council
Hilliard Baseball Association
Hilliard City Police Department—D.A.R.E.
Hilliard Education Association
Hilliard Girls Softball Association
Hilliard Kiwanis
Hilliard Optimist Club
Heritage and Memorial Middle School Faculty
Norwich and Prairie Township Firefighters
OAPSE Local 310
Rotary Club Of Hilliard

College Application Process

College applications may be obtained from many sources. The internet, college rep visits at Bradley High School, or the college itself.

Your Responsibilities

Applying Online/Electronically

- Make note of the deadline for the institution you are applying for.
- Complete the application online at least 2 weeks before the deadline.
- Send application fee (check, money order, electronic transfer, credit card).
- Recommendation (if applicable). Provide recommender with your resume/activities form and an addressed stamped envelope at least 2 weeks prior to deadline (original recommendation to college; copy to guidance)
- Original recommendations (if applicable) should be mailed by the recommender.
- Many schools have a form that needs to be filled out by your guidance counselor. This may be called the Secondary School Report (SSR) or College Prep Form (CPF). Please download and print this out, if applicable.
- Bring the following to Mrs. Barie in the guidance office **at least 10 working days prior to the deadline**: The downloaded copy of the SSR/CPF, along with \$2.00 for the transcript. Fill out the orange Transcript Request on Mrs. Barie's counter.

Our Responsibilities begin when you check in with Mrs. Barie

Applying by Mail or Applying Online/Electronically

- Mrs. Barie will log in your transcript request and appropriate paperwork (SSR/CPF). Request should be at least 10 working days prior to deadline.
- Your counselor will complete the secondary school report/college prep form (SSR/CPF).
- Mrs. Barie will file copies of recommendations received by teachers, counselors, etc. **Originals should be sent directly to the institution by recommender.** NOTE: It is your responsibility to follow-up with the recommender regarding the progress of your recommendation.
- Mrs. Barie will generate the transcript (TX) to be sent with SSR/CPF. The TX and SSR/CPF will be mailed directly to the institution in the stamped envelope provided by you.
-

Student Military Opportunities

Military Pamphlets and Information

Military pamphlets and information are provided to Bradley High School by the various branches of the military. You can find these pamphlets in the College Resource Room in the guidance office.

ASVAB (Armed Services Vocational Aptitude Battery)

The ASVAB is a compilation of aptitude tests that was originally designed to predict future academic and occupational success in military occupations. Since its introduction in 1968, the ASVAB has been the subject of extensive research. Numerous validation studies indicate the ASVAB assesses academic ability and predicts success in a wide variety of occupations.

This is a great resource to help identify strengths that could lead to success in different occupations.

Please see Mr. Woodford to sign up to take the ASVAB. There is no obligation to join the military at all!

Date of test: Wednesday, February 22, 2012

Recruiter Information

United States Army: Staff Sergeant Damion Jeffery
Office Phone: 878-6281
Cell Phone: 352-5622
Damion.Jeffery@usarec.army.mil

United States Navy: Kurt Neff
Office Phone: 878-6825
Cell Phone: 632-6126
kurtis.neff@navy.mil

United States Marines: Gunnery Sgt. Quentin J Bolin
Office Phone: 878-2998
Cell Phone: 404-0103
Quentin.bolin@marines.usmc.mil

United States Air Force: Technical Sergeant Marcus Hughley
Office Phone: 878-8550
Cell Phone: 496-5112
marcus.hughley@randolph.af.mil

**United States National
Guard** SFC Jamie Clevenger
Office Phone: 376-5025
Cell Phone: 312-3016
jamie.clevenger@us.army.mil

Student Career/Job Opportunities

Counselor Assistance

Our Counselors have vast knowledge on many different careers/jobs and can assist in pointing students in the right direction for gathering information on careers/job that may interest them. Please don't hesitate to see your counselor!

Ohio Career Information Systems (OCIS)

Hilliard City Schools has purchased a web based college/career/vocational/scholarship information service. Students are introduced to this service their Sophomore year at Bradley High School. Students can continually access this service.

Their website is: www.ocis.org

Login in procedures: Username: bradleyhs Password: ohiocis03

This site is full of tools and assessments to help you gain a better understanding of what occupations might fit your interests.

Career Connection Websites

The following websites are excellent resources for investigating and researching careers that you might find fulfilling. If the website has a cost, it has been indicated.

Holland's Self-Directed Search

www.self-directed-search.com

(costs approximately \$5.00)

The Career Key

www.ncsu.edu/careerkey

Occupational Outlook Handbook (Bureau of Labor Statistics)

www.stats.bls.gov/oco

Career Exploring—Learning for Life Career Explorers Clubs

www.skcbasa.org/exploring

Community Service/Volunteerism

City Year—www.cityyear.org

City Year was founded in 1988 by Michael Brown and Alan Khazei, then-roommates at Harvard Law School, who felt strongly that young people in service could be a powerful resource for addressing our nation's most pressing issues. Over the years, City Year has been built on the belief that one person can make a difference, and with the vision that one day service will be a common expectation - and a real opportunity - for citizens all around the world.

City Year's **citizen service vision** is that citizens of all ages and backgrounds will unite to serve their community, nation and world, and that one day the most commonly asked question of an eighteen year-old will be: "**Where are you going to do your service year?**"

City Year unites young people ages 17 to 24 from diverse economic, racial, and geographical backgrounds for a year of full-time service to their communities. The City Year corps embodies the ideals of City Year and its belief in the power of young people to effect positive, lasting social change. Every day, corps members work with the spirit of idealism, the discipline of hard work, the purpose of shared goals and the pride of representing their generation.

To learn more about the possibility of volunteering after graduation, please see Ms. Page in the guidance office.

Community Service

Students are encouraged to do volunteer and community service hours. These generous gifts of time and energy are not only a huge service to your community but also a great addition to experience for any college/career.

School clubs that are service clubs are:

Interact Club
Youth Council

Environmental club
Star Tutors

Ohio Graduation Testing Schedule

2011—2012 Ohio Graduation Testing Schedule

October 24—November 4, 2011

Grades 11-12: Ohio Graduation Tests (all five tests) (make-ups the following week)

March 12—March 23, 2012

Grades 10-12: Ohio Graduation Tests (all five tests) (make-ups the following week)

June 18-June 22, 2012

Grades 10-12: Ohio Graduation Tests (all five tests) (intervention required)

GRADUATION!!!!

Graduation Cap and Gown and Announcements

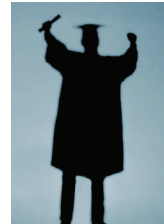
Every student must wear the appropriate cap and gown to participate in the graduation ceremony. Jostens is our cap and gown provider. They also provide numerous other “graduation” items like announcements, key rings, jewelry, graduation party invitations, etc. for sale.

When: Wednesday, September 28, 2011

Where: Hilliard Bradley High School Performing Arts Center

Time: 9:30 a.m.

Jostens
1225 Dublin Road
Columbus, Ohio 43215
(614) 488-6480



Graduation Rehearsal:

When: Thursday, May 24, 2012

Where: Hilliard Bradley High School Fieldhouse

Time: 9:00 a.m.—Noon

Seniors must be at graduation rehearsal to participate in the graduation ceremony. Seniors are required to be there the entire time. There will be no early release for work or social reasons. Please plan accordingly.

Graduation Ceremony:

When: Friday, May 25th, 2012

Where: Value City Arena Schottenstein Center
555 Borry Drive
Columbus, Ohio

Time: 7:00 p.m.



Our “Senior Letter” detailing graduation and all other senior activities will be mailed to your home in the early spring of 2012.