



12th Grade COLLEGE & CAREER GUIDE

Student

- Meet with your counselor and the college and career counselor
- Create a list and/or a calendar with all schools you are applying to including their application due dates, fees, deadlines, and all other materials necessary for the application process
- Apply to all colleges you wish to attend
- Finalize application essays
- Complete the Common App (if applicable)
- Prepare and file your Free Application for Federal Student Aid (FAFSA), which opens October 1st.
- Be sure to have SAT/ACT test scores reported to colleges you are applying to
- Complete at least one college application by Thanksgiving
- Research and apply for scholarships at the national, state, and local levels
- Request fee waivers for applications and tests (if applicable)
- Maintain or improve your GPA
- Ask identified teachers, counselors, administrators, coaches, etc. to write letters of recommendation and provide them with all necessary documents
- Continue to keep active in school, extra-curricular activities, and volunteer in the community
- Meet with college representatives that visit QHS in the College & Career Center.
- Send transcripts to colleges, be sure to turn in the proper requests at least 2 weeks prior to due dates
- Compare financial aid packages from all schools to make an informed decision
- Visit your final selected school again if necessary
- Complete enrollment paperwork for the final college you select
- Work with the college and career center to help with the application process, financial aid, apprenticeships, and job placement throughout the year
- Write or update your resume
- Explore summer opportunities, get a job or internship in your chosen field.

Families

- Help your student decide their future career field or college major
- Visit colleges your student is interested in
- Ensure your student is meeting all application deadlines for colleges and scholarships
- File the Free Application for Federal Student Aid (FAFSA), available October 1st
- Attend College & Career Center events
- Attend a college fair with your student
- Work with the college and career center to help your student with the application process, financial aid, apprenticeships, or job placement throughout the year
- Help your student compare financial aid packages from all schools to make an informed college decision
- Visit your student's final selected school again, if necessary.
- Make sure all enrollment paperwork for your student's final selected college is turned in on time

College & Career Center

- Assistance with college applications
- Free Application for Federal Student Aid (FAFSA) filing
- Scholarships at the national, state, and local levels
- Fee waivers for applications and tests
- College Representatives in the College & Career Center
- Career Cruising
- Job Shadowing
- Career Interest Inventories
- Events for completing college applications, financial aid, job placement, and apprenticeships throughout the year
- Arranging college visits and choosing a college
- Selecting a college major
- Individual or family appointments to assist with any post-secondary, college, or career concern



11th Grade

COLLEGE & CAREER GUIDE

Student

- Identify which options fit you best for after high school (2-year college, 4-year college, vocational school, military, apprenticeship, or workforce)
- Narrow down career or major choices to 5 or less
- Research and learn about colleges
- Narrow down what you value most in a college (majors/academics, location, size, activities, diversity, student support services, etc.)
- Identify 5-10 colleges you are interested in
- Study/prepare for the SAT/ACT
- Begin to visit colleges you are interested in
- Meet with the various college representatives that visit QHS in the College & Career Center.
- Meet with your counselor and college and career counselor
- Take the SAT
- Update and review your resume
- Maintain or improve your GPA
- Attend a college fair
- Outline financial plan for college with parents/guardians (College Cost Calculator is a great tool)
- Continue to get involved in the school and community
- Attend events held in the College & Career Center
- Begin to start thinking about or draft an application essay
- Research apprenticeships, if interested.
- Identify teachers, counselors, administrators, coaches, etc. who could potentially write letters of recommendation for you
- Continue to utilize Career Cruising
- Start researching possible scholarships
- Job shadow a professional
- Continue to participate in extra-curricular activities and volunteer in the community
- Explore summer opportunities, get a job or internship in your chosen field

Families

- Help your student to identify what option fits them best for after high school (2-year college, 4-year college, vocational school, military, apprenticeship, or workforce)
- Help your student narrow down possible career options and/or college majors
- Discuss what is most important in a college to your student (majors/academics, location, size, activities, diversity, student support services, etc.), and help identify colleges they are interested in
- Begin to visit colleges your student may be interested in
- Attend a college fair with your student
- Outline financial plan for college (College Cost Calculator is a great tool)
- Attend College & Career Center Events

College & Career Center

- College Representatives in the College & Career Center
- Career Cruising
- Job Shadowing
- Career Interest Inventories
- Fee waivers for PSAT, SAT, and ACT
- Resume writing
- Essay proofreading
- Selecting a college major
- Events for college applications, financial aid, job placement, and apprenticeships throughout the year
- Arranging college visits and choosing a college
- Assistance with college applications
- Individual or family appointments to assist with any post-secondary, college, or career concern



10th Grade

COLLEGE & CAREER GUIDE

Student

- Identify options for after high school (2-year college, 4-year college, vocational school, military, or workforce)
- Continue to utilize Career Cruising
- Identify personal goals, interests, and values relating to colleges and careers
- Complete career assessments and inventories
- Select 1-5 possible college majors or careers
- Join or continue to participate in a club or leadership group at school
- Consider taking concurrent enrollment/ Smart Start courses through JWCC
- Start thinking about what you value in a college (majors/academics, location, size, activities, diversity, student support services)
- Meet with your counselor and college & career counselor
- Research colleges that you are interested in
- Consider registering for the PSAT
- Take QAVTC courses
- Discuss college and careers with your family
- Attend a college fair or job fair
- Meet with college representatives in the College & Career Center
- Job shadow a professional
- Continue to participate in extra-curricular activities and volunteer in the community
- Visit local colleges
- Draft a resume
- Maintain or improve your GPA
- Explore summer opportunities, get a job or internship in your chosen field

Families

- Help your student to identify what option fits them best for after high school (2-year college, 4-year college, vocational school, military, apprenticeship, or workforce)
- Help your student narrow down possible career options and/or college majors
- Discuss what is most important in a college to your student (majors/academics, location, size, activities, diversity, student support services, etc.), and help identify colleges they are interested in
- Begin to visit colleges your student may be interested in
- Encourage student to job shadow a professional
- Attend a college fair or job fair with your student
- Discuss JWCC concurrent enrollment or Smart Start program with your student
- Encourage student to continue to get involved in the school and community
- Attend College & Career Center Events

College & Career Center

- College Representatives in the College & Career Center
- Career Cruising
- Job Shadowing
- Career Interest Inventories
- Resume writing
- Essay proofreading
- Job searches
- Selecting a college major or career field
- College Searches
- Assistance with JWCC concurrent enrollment and Smart Start
- Events for college applications, financial aid, job placement, and apprenticeships throughout the year
- College & Career Planning
- Individual or family appointments to assist with any post-secondary, college, or career concern



9th Grade COLLEGE & CAREER GUIDE

Student

- Identify your interests, goals, and values related to careers
- Complete a 4-year career development plan
- Take preparatory classes for possible careers or majors
- Aim for a high GPA
- Develop good work habits and study skills
- Meet and get to know your grade level counselor and college and career counselor.
- Join clubs and extra-curricular activities in school
- Volunteer in the community
- Attend a college or career fair
- Consider QAVTC courses
- Draft a resume
- Identify your strengths and relate them to careers
- Take career interest inventories
- Utilize Career Cruising
- Start to think about JWCC Concurrent enrollment or Smart Start
- Start exploring options for after high school (2-year college, 4-year college, vocational school, military, or workforce)
- Complete the Roadmap to Careers (<https://collegeboard.roadtripnation.com>)
- Job shadow a professional
- Learn about your personal learning style
- Begin to think about a career field you may be interested in pursuing
- Explore summer opportunities, get a job or internship in your chosen field

Families

- Help your student to begin to identify what option fits them best for after high school (2-year college, 4-year college, vocational school, military, apprenticeship, or workforce)
- Help your student narrow down possible career options and/or college majors
- Encourage good study skills and work habits
- Help your student to identify their strengths and associate them with careers
- Discuss taking QAVTC courses with your student.
- Assist and encourage your student to be involved in both the school and community
- Ensure that your student is meeting with their grade level counselor and college & career counselor
- Stress the importance of maintaining a high GPA early in high school
- Encourage student to job shadow a professional
- Attend a college or career fair with your student
- Attend College & Career Center Events

College & Career Center

- Career Cruising
- Job Shadowing
- Career Interest Inventories
- Resume writing
- Essay proofreading
- Job searches
- Selecting a college major or career field
- Interest Inventories
- Assistance with JWCC concurrent enrollment and Smart Start
- Events for college applications, financial aid, job placement, and apprenticeships throughout the year
- College & Career Planning
- 4 Year Career Development Plan
- Individual or family appointments to assist with any post-secondary, college, or career concern