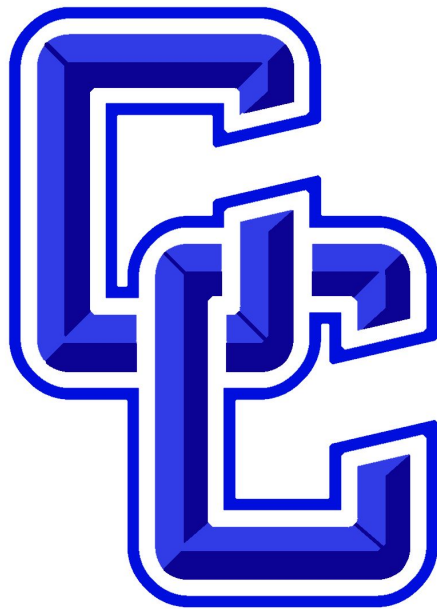


# CCHS Senior Handbook

2020-2021



Provided by the College and Career Center, A108

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# Important Senior Information

# Senior To-Do List

- ❑ Always check your student email. Important information is sent almost daily
- ❑ Submit a college application by December 1st, 2020. Pages [12](#) - [13](#)
- ❑ Complete your resumé by October 1. Page [14](#)
- ❑ Complete Financial Aid Application ([FAFSA/TASFA](#)) by December 1st, 2020. Pages [25](#), [26](#), [27](#), [28](#)
- ❑ Register and take the SAT or ACT ( if you are going to a 4 year university) by December 15th, 2020. Page [18](#)
- ❑ Take the ASVAB if considering enlisting in the Military. Register to take the ASVAB here: [bit.ly/asvab2021](http://bit.ly/asvab2021)
- ❑ Take the TSI by Spring semester
- ❑ Apply for Local Scholarships by the due dates indicated on the application
- ❑ Know application and scholarship deadlines for colleges you are applying to
- ❑ Don't forget to order your cap and gown. More information will be made available. For more information, contact Ms. Cyndi Gomez ([cgomez@bisdtx.org](mailto:cgomez@bisdtx.org))
- ❑ Don't forget to order your senior portraits. To do so, call Prestige photos at 512-251-5558

# Attendance Policy

It is very important you come to school **EVERYDAY**. Students who miss school more than 90% of the time will have holds placed on their credits until make up hours are completed. Students who miss more than 75% of the time, will lose permanent credit and be required to complete the course in credit recovery. You can refer to the [CCHS Attendance Guidelines \(bit.ly/cchsattendance\)](https://bit.ly/cchsattendance).

# Senior Timeline

To know all things for your senior year be sure to check out the Senior Timeline! Do keep in mind the Senior Timeline is a living document, so changes are made to it constantly. To see the most up to date Senior Time visit: [bit.ly/Srs2021](https://bit.ly/Srs2021).

# Need Additional Help?

Do you still have unanswered or lingering questions? Then set up an appointment to talk to the College and Career Counselors! To set an appointment with the College and Career Counselors, visit: [bit.ly/contactCCHScounselor](https://bit.ly/contactCCHScounselor). Students and parents are welcome to see Ms. Crayton or Ms. Johnson in the College and Career anytime before school, both lunches, and after school. Students are welcome to set appointments during school hours. Student appointments can only be made during an elective course and with permission from the teacher.

# College, Career, Military Readiness (CCMR)

In order for you to have Senior Late Start, an Aide period, or Senior Early Release this school year, you need to have met CCMR.

To meet CCMR, you must meet **ONE** of the following:

- College Ready scores for SAT, ACT or TSI
  - College Ready Scores:
    - SAT - 480 EBRW, 530 MATH
    - ACT - 19 ENGLISH, 19 MATH, AND 23 COMPOSITE SCORE
    - TSI - 351 Reading, 340 Writing and 4+ Essay, 350 Math
- Score a 3 or higher on an AP exam
- Enlist in the military
  - Air Force, Army, Coast Guard, Navy, Marine Corps
- Earn a certification
  - Level 1 or Level 2

If you have not met CCMR, you will be placed into a TSI course until you do so.

# Credit Recovery

Students who need to recover credits may be eligible to participate in a credit recovery program. Courses taken through credit recovery will NOT be included in a student's GPA. (See BISD Course Selection Guide). Classes to be recovered are due to failure of a class and/or denial of credit due to attendance.

## **Procedure**

1. Students are assigned to Credit Recovery through their Counselor.
2. The Credit Recovery teacher will receive a list of the class(es) and grade(s) needed to complete graduation requirements.
3. Students at comprehensive campuses are expected to complete one class at a time. Gateway and Genesis students may be concurrently working on multiple classes.

## **Attendance and Time Requirements**

1. Credit Recovery is a self-paced program.
2. Comprehensive High School students are expected to complete lessons and all assessments for each class on their respective campus within the academic school year. This may include summer school. Lessons may also be completed off campus on a student's own time, but all assessments are given on campus.
3. Students may attend credit recovery before, after and/or during Saturday School.
  - a. When one of these additional times is attended, the student must sign in with the Credit Recovery teacher to receive credit for computer/class time.
    - i. Additional Times are as follows:
      1. Before School times - Monday - Friday 8:00 am to 8:30 am
      2. Monday - Thursday After School times - 4:30 pm to 6:00 pm
      3. Saturday School times - 8:30 am to 12:30 pm.



# HB 5 Graduation Plan

Foundation Only 22 Credits	Foundation Plan + Endorsements 26 Credits	Distinguished Level of Achievement + Endorsement 26 Credits
<p><b>4 Credits English:</b> English I; English II; English III; English IV (or advanced English)</p> <p><b>3 Credits Math:</b> Algebra I; Geometry; An advanced math course</p> <p><b>3 Credits Science:</b> Biology; IPC, Chemistry or Physics; An advanced science course</p> <p><b>3 Credits Social Studies:</b> U.S. History; World History; U.S. Government (½ credit); Economics (½ credit)</p> <p><b>2 Credits Languages Other Than English:</b> Must be the same language</p> <p><b>1 Credit Fine Arts</b></p> <p><b>1 Credit PE</b></p> <p><b>5 Credits electives</b></p>	<p><b>4 Credits English:</b> English I; English II; English III; English IV (or advanced English)</p> <p><b>4 Credits Math:</b> Algebra I; Geometry; Two advanced math courses</p> <p><b>4 Credits Science:</b> Biology; IPC, Chemistry or Physics; 2 advanced science courses</p> <p><b>3 Credits Social Studies:</b> U.S. History; World History; U.S. Government (½ credit); Economics (½ credit)</p> <p><b>2 Credits Languages Other Than English:</b> Must be the same language</p> <p><b>1 Credit Fine Arts</b></p> <p><b>1 Credit PE</b></p> <p><b>7 Credits electives</b> (4 of which are specific to at least one endorsement.)</p>	<p><b>4 Credits English:</b> English I; English II; English III; English IV (or advanced English)</p> <p><b>4 Credits Math:</b> Algebra I; Geometry; Algebra II; An advanced math course</p> <p><b>4 Credits Science:</b> Biology; IPC, Chemistry or Physics; 2 advanced science courses</p> <p><b>3 Credits Social Studies:</b> U.S. History; World History; U.S. Government (½ credit); Economics (½ credit)</p> <p><b>2 Credits Languages Other Than English:</b> Must be the same language</p> <p><b>1 Credit Fine Arts</b></p> <p><b>1 Credit PE</b></p> <p><b>7 Credits electives</b> (4 of which are specific to at least one endorsement.)</p>

## Endorsements

Please refer to the Bastrop ISD High School Course Guide for specific course requirements necessary to obtain each endorsement. Listed below are clusters/pathways that can be associated with each endorsement.

STEM	Business & Industry	Public Services	Arts & Humanities	Multidisciplinary Studies
Engineering, Math, Science, Combination	Ag Food and Natural Resources, Business Marketing and Finance, Advanced Journalism, Arts A/V Tech and Communications, Transportation, Hospitality and Tourism, Architecture and Construction (CCH)	Health Science, Law and Public Safety, ROTC (BHS)	Art, Band, Choir, Dance, Ballet Folklorico (CCH), Languages, Piano, Social Studies	AP, Dual Credit, Sports Medicine, Core 4x4 Subject Area

## State Assessments Required for Graduation (EOC)

Algebra I  
English I  
English II

Biology  
US History

## Performance Acknowledgements

**Outstanding Performance:**  
Dual Credit; Bilingualism and Biliteracy; Advanced Placement; PSAT, SAT, or ACT

**Certification:**  
CTE Certification or Licenses

# Life After High School

After high school, you have four options you can pursue as you start the next chapter in your life. You have the choice to pursue a college degree, earn a certificate to learn a trade, enlist in the military, or go straight into the workforce. Whatever route you choose to take, we are here to help you know your options so you can make the best decision for you.

## **College**

Making the decision to go to college is not easy. There are various factors you want to consider when deciding if going to college is the right choice for you. Keep in mind you are making a large investment in yourself.

## **Trade School**

A trade program is where you can earn real hands-on experience in working in the field you are interested in. For example, you can go to a trade school to learn about plumbing, auto mechanics, welding, cosmetology, electrical work or heating, ventilation, and air conditioning (HVAC). There are various trades you can learn. Earning a trade is one of the fastest growing careers out there.

## **Military**

Serving in the military is an important and serious decision. There are various reasons individuals choose to enlist; whatever your reason may be, we are here to help. We can get you in touch with one of the military recruiters and help you sign up for the Armed Services Vocational Aptitude Battery (ASVAB).

## **Work Force**

If you are tired of taking tests, homework and writing essays, taking a break from school might be your best option after high school. Taking a year off from school to earn money and get real life work experience can help you better decide what your next option is. Students who decide to take time off are able to have a better idea of what is best for them. If you are undecided or unsure, talk to your Academic Counselor or the College and Career Center. We want to help you talk through your options.

# Colleges and Trade Programs

# Picking the RIGHT College

## **Best Match**

A college can be a “match” for a student when strictly looking at the numbers (test scores, GPA and rank). You want to see your odds of being accepted for admissions. There are some colleges who will tell what test scores and GPA rank you need to be automatically accepted. Others will give a range of test scores and GPAs of students who were admitted the year before. This is known as an academic profile. Use this information to see if you are on track for getting into the schools you are interested in, or you can start setting goals for yourself to become a stronger applicant.

## **Best Fit**

This is where you want to take into consideration various factors like the distance from home, size of the school, or if it is a private or public university. Now is the time to think about all of the small things or big things you are looking for in a college. Creating your dream list of requirements you MUST have will help you narrow down the list of colleges where you want to apply.

## **Early Decision plans are binding<sup>1</sup>**

You agree to attend the college if it accepts you and offers an adequate financial aid package. You can apply to only one college for Early Decision. You may also apply to other colleges through the regular admission process, but if you’re accepted early by your first-choice college, you must withdraw all other applications.

## **Early Decision might not be a good idea**

You shouldn’t apply under an Early Decision plan if you think you’ll be better off weighing financial aid packages from several colleges later in the spring. While you can turn down an early acceptance if the college is unable to meet your need for financial aid, “need” in this context is determined by formulas, not by your family.

## **Early Action plans are non-binding**

While the college will tell you whether or not you’re accepted by early January, you have the right to wait until May 1 before responding. This gives you time to compare colleges, including their financial aid offers, before making a decision. You can also apply Early Action to more than one college.

## **Websites to help with your college search**

- CollegeBoard - [bigfuture.collegeboard.org/college-search](https://bigfuture.collegeboard.org/college-search)
- College Scorecard - [collegescorecard.ed.gov/](https://collegescorecard.ed.gov/)

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<sup>1</sup> Information from <https://professionals.collegeboard.org/guidance/applications/early>

# A Complete Application Has:

## **1. Application**

- a. ApplyTexas
- b. Common Application
- c. Coalition for College
- d. Institution Specific Application

## **2. Resumé**

- a. List of all your community and school involvement, extracurricular activities, awards, jobs, internships, etc.

## **3. Essay(s)**

- a. Even if they are optional

## **4. Test Scores**

- a. SAT
- b. ACT
- c. TSI

## **5. Transcript**

- a. High School Transcript and ACC Dual Credit Transcript

## **6. Application Fee**

- a. If you qualify for free or reduced lunch, you can have this fee waived

## **7. Financial Aid Application**

- a. Free Application For Federal Student Aid (FAFSA)
- b. Texas Application For State Aid (TASFA)

# Application Types

## 1. ApplyTexas Application (<https://www.applytexas.org>)<sup>2</sup>

- a. Apply for admission to any Texas public university, as well as to any participating community and private colleges.
- b. Copy a submitted application to another institution.
- c. Submit your application essays online.<sup>3</sup>
- d. Apply for scholarships from participating universities.

## 2. The Common Application (<https://www.commonapp.org/>)<sup>4</sup>

- a. Apply for admission to over 800 diverse colleges and universities across 20 countries.
- b. Copy a submitted application to another institution.
- c. Submit your application essays online.

## 3. Coalition for College(<http://www.coalitionforcollegeaccess.org/>)

- a. Apply for admission to over 140 distinguished colleges and universities across the US.
- b. Copy a submitted application to another institution.
- c. Submit your application essays online.

## 4. Institution Specific Applications

- a. Some colleges and universities have their own application where you can apply for admission.

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<sup>2</sup> Information from ApplyTexas

<sup>3</sup> Pay attention to deadlines! Scholarship applications may have different due dates than the application deadline.

<sup>4</sup> Information from CommonApp

# Application Tips:

1. Your name MUST MATCH your birth certificate.
  - If you have two last names, be sure to include BOTH last names , in the same spot, on your application.
  - No nicknames
2. Obtain copies of your birth certificate and social security card for later use.
3. Write down your usernames and passwords on page 23 - [Account Information](#).
4. Remember to send your SAT, ACT, and AP scores to colleges when you register.
  - If you forget, it is your responsibility to send your test scores to through the testing websites (SAT: [collegeboard.org](http://collegeboard.org) or ACT: [act.org](http://act.org))
5. Request for colleges to pull your TSI scores, see page [20](#)
6. College application fee waivers and SAT/ACT fee waivers, page [17](#)
7. Keep in mind that college applications and college specific scholarship applications have different deadlines and applications.
8. DUAL CREDIT ONLY - Request for your FINAL ACC transcript to be sent to your college. Use this link: [bit.ly/acctranscriptrequest](http://bit.ly/acctranscriptrequest)

# Resumé

## **What is it? Do I really need one?**

A resumé is an overview of all of your extracurricular activities, achievements and community service while in high school. This is where colleges and scholarship organizations can see everything you have done. Use your resume as an opportunity to shine. This is an extension of you and your essay. Colleges and scholarship organizations want to see what you are interested in and passionate about. Your resume will let the committees know what kind of student you are. For example, are you a student athlete, part time job holder, or an active member of your church? The admissions committee wants to know everything. This will help them make a better decision on whether or not the university is a good fit for you, or if you embody the qualities their scholarship organization is looking for. Remember, your resumé is like a first impression and your “interview” with the colleges.

## **Tips for your resumé**

- Include your contact information (name, address, phone number, and email)
- Make certain that your email address is professional and not the BISD school email. Do not have inappropriate names for your email address.
- Do not use abbreviations. Spell out acronyms.
- Do not be afraid if your resumé is between 2-3 pages in length. So long as the information is necessary.
- Only include information from 9th grade year and beyond, unless you took high school courses in middle school or began your community service in 8th grade.
- Include all academic information, to include: rank, GPA, SAT/ACT/PSAT test scores



# STUDENT A. STUDENT

(555) 555-555 · 123 Eagle Street, Cedar Creek, TX 78612 · Student.Student@youreemail.com

## EDUCATION

### Cedar Creek High School

August 2017- May 2021

- Ranked 45 out of 300 students
- GPA 3.79
- Anticipated graduation in Spring of 2021
- AP Spanish Language Score: 3
- AP English Language Score: 5
- AP Human Geography Score: 3
- SAT Scores- Math: Reading: Composite:

### Austin Community College

Aug 2018 - Present

- College Credits Earned: 12 hours

## ACTIVITIES AND LEADERSHIP

### Cedar Creek Volleyball, Cedar Creek, TX

June 2017 – Present

- Team captain- responsible for team morale, accountability and leadership
- Spent 20 per week for games, practice, travel and weight training

### Boys and Girls Club, Cedar Creek, TX

June 2018 – July 2019

- Coached a youth basketball team composed of 15 6th-graders to develop fundamental basketball skills and an appreciation for camaraderie and sportsmanship
- Volunteered weekly to assist full-time staff with administrative tasks: filing, phone calls, data input and database management, typing, copying, collating

## WORK EXPERIENCE

### Hyatt Lost Pines, Bastrop, TX

April 2017 – Present

#### Cashier

- Assist guests by taking orders and ensuring customer satisfaction
- Manage cash register, take money, and create change
- Serve as liaison between kitchen staff and clients

## COMMUNITY SERVICE

**B.E.S.T College Event:** Helped setup and teardown for community college fair September 2017-2018

**Adopt a Family:** Go Force organization adopted a family of four for the Christmas 2017

**Keep Bastrop Beautiful:** Helped plant trees and remove trash Bastrop State Park 2018 - 2019

## HONORS AND AWARDS

First Team All district 2017-2020

Academic All State - 2018-2020

National Honor Roll - 2016 -2019

Cedar Creek Rising Star - 2018

# ACT/SAT/TSI Test

	ACT	SAT	TSI
SUBJECTS COVERED	Reading English Math Science Reasoning Essay (optional)	Reading Writing & Language Math Essay (optional)	Reading Writing + Essay Math
LENGTH OF TEST	2 hrs, 55 mins (w/o essay) 3hrs, 40 mins (w/essay)	3 hrs (w/out essay) 3 hrs, 50 mins(w/essay)	Untimed
SCORE RANGE	1-36	400-1600	Varies
PRICE <sup>5</sup>	\$50.50 (w/o essay) \$67 (w/essay)	\$49.50 (w/o essay) \$64.50 (w/essay)	Free at CCHS <sup>6</sup> \$10 per section <sup>7</sup> \$29 whole test <sup>8</sup>

## Test Registration Information

To register to take the ACT visit: <https://www.act.org/>.

To register to take the SAT visit: <https://www.collegeboard.org/>

**Cedar Creek High School School Test Code: 441168**

*If you qualify for free or reduced lunch, you can get a fee waiver for test registration and college applications. Fee Waivers are available in the College and Career Center.*

<sup>5</sup> If you qualify for free or reduced lunch, stop by the CCC to get a fee waiver

<sup>6</sup> There is a limit of taking the test two times on campus

<sup>7</sup> Price if taken at an ACC campus

<sup>8</sup> Price if taken at an ACC campus

# ACT/SAT TEST DATES

<b>ACT Date<sup>9</sup></b>	<b>Registration Deadline</b>	<b>Late Registration Deadline</b>
Sep 12, 13 (Sunday), 19 2020	Aug 14, 2020	Aug 28, 2020
Oct 10, 17, 24, 25 (Sunday), 2020	Sep 17, 2020	Sep 25, 2020
Dec 12, 2020	Nov 6, 2020	Nov 20, 2020
Feb 6, 2021	Jan 8, 2021	Jan 15, 2021
Apr 17, 2021	Mar 12, 2021	Mar 26, 2021
Jun 12, 2021	May 7, 2021	May 21, 2021
Jul 17, 2021	Jun 18, 2021	Jun 25, 2021

<b>SAT Date<sup>10</sup></b>	<b>Registration Deadline</b>	<b>Late Registration Deadline / Deadline for Changes</b>
Aug 29, 2020	Jul 31, 2020	Aug 18, 2020
<b>Sep 23, 2020</b>	<b>SENIOR SCHOOL DAY SAT (Registration not required)</b>	
Sep 26, 2020	Aug 26, 2020	Sep 15, 2020
Oct 3, 2020	Sep 4, 2020	Sep 22, 2020
Nov 7, 2020	Oct 7, 2020	Oct 27, 2020
Dec 5, 2020	Nov 5, 2020	Nov 24, 2020
Mar 13, 2021* <i>Not offered at CCHS</i>	Feb 12, 2021	Mar 2, 2021
May 8, 2021	April 8, 2021	Apr 27, 2021
Jun 5, 2021	May 6, 2021	May 26, 2021

<sup>9</sup> ACT test will be offered at BHS on Oct 26th, Dec 14, and April 4

<sup>10</sup> SAT test will be offered at CCHS on March 13th.

# How to Register for the ACT/SAT<sup>11</sup>

## ACT REGISTRATION

- Visit <https://www.act.org/>
- Click on “Sign-In”
- Click on “US ACT Testing and Scores”
- Click “Create US account”
  - a. Use your **FULL LEGAL NAME, especially if you have TWO LAST NAMES** this is important when sending test scores to college or NCAA/NAIA.
  - b. Confirm the spelling of your name, birth date, and gender are correct. It is a very LONG process to change any of this information if anything is missing or incorrect.
  - c. Cedar Creek High School School Test Code: 441168
- Fill out the user profile
  - a. You can skip sections to help cut down on time, but there are sections you MUST fill out to continue.
- Upload a profile picture
  - a. Once you upload one picture you CANNOT change the profile picture.

## SAT REGISTRATION

- Visit <https://www.collegeboard.org/>
- Click on “Sign-In”
- Click “Create Account”
- Click “I am a student”
  - a. Be sure to use an email you have access to, **DO NOT use your student email**. You will no longer have access to your student email once you graduate.
  - b. Use your **FULL LEGAL NAME, especially if you have TWO LAST NAMES** this is important when sending test scores to college or NCAA/NAIA.
  - c. Confirm the spelling of your name, birth date, and gender are correct. It is a very LONG process to change any of this information if anything is missing or incorrect.
- Fill out the user profile
  - a. You can skip sections to help cut down on time, click on “update later.”
  - b. Cedar Creek High School School Test Code: 441168

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<sup>11</sup> If you need testing accommodations, see Mrs. Lori Atkins ([latkins@bisdtx.org](mailto:latkins@bisdtx.org)) in the Counselor’s Office.

# Request For Your Institution To Pull Your TSI SCORES

Institution	Website
Angelo State University (ASU)	<a href="https://www.angelo.edu/services/tsi/">https://www.angelo.edu/services/tsi/</a> Click on "TSIA Release Form"
Austin Community College (ACC)	<a href="https://www.austincc.edu/admissions/tsi-assessment">https://www.austincc.edu/admissions/tsi-assessment</a> Click on "Request for TSI Scores"
Blinn College (Blinn)	<a href="https://www.blinn.edu/testing/pdf/score_request_form.pdf">https://www.blinn.edu/testing/pdf/score_request_form.pdf</a>  Option 1: Email completed form to: <a href="mailto:testcenter@blinn.edu">testcenter@blinn.edu</a> Option 2: Call Sheila McAnally @ Blinn (979) 830-4104 and ask her to pull your scores.
Sam Houston State University (SHSU)	<a href="https://www.shsu.edu/dept/registrar/texas-success-initiative/">https://www.shsu.edu/dept/registrar/texas-success-initiative/</a>
Texas A&M University - College Station (A&M)	<a href="https://asc.tamu.edu/TX-Success-Initiative/TSI-Forms">https://asc.tamu.edu/TX-Success-Initiative/TSI-Forms</a> Click on and complete " <a href="#">TSI Score Retrieval Request Form</a> "
Texas A&M University - Corpus Christi (TAMUCC)	<a href="http://testing.tamucc.edu/tsi_assessment/index.html">http://testing.tamucc.edu/tsi_assessment/index.html</a> You can opt to complete and return an <a href="#">Authorization for the Release of TSI Assessment Scores Form</a> .
Texas State University (TxState)	<a href="https://www.txstate.edu/tsip/TSIA-Score-Search-Request-.html">https://www.txstate.edu/tsip/TSIA-Score-Search-Request-.html</a>
University of Houston (U of H)	<a href="http://ussc.uh.edu/TSIStudentScoreRequestForm.aspx">http://ussc.uh.edu/TSIStudentScoreRequestForm.aspx</a> Complete the "TSI Score Request Form"
The University of Texas at Austin (UT)	<a href="https://ugs.utexas.edu/tsi/start-here">https://ugs.utexas.edu/tsi/start-here</a> (Go to: <i>What if I already took the TSI Assessment (TSIA)?</i> )
The University of Texas at San Antonio (UTSA)	<a href="https://future.utsa.edu/ready/tsi-assessment/">https://future.utsa.edu/ready/tsi-assessment/</a> Click on "authorization form" in the yellow box.

# Essays

This is your time to truly shine and share your story. Colleges and Scholarship Organizations want to hear all about you. See your essay as your interview. Share your experiences, dreams, aspirations, and what makes you so amazing. Everyone has a story to tell, figure out what is worth sharing.

## Essay DOs and DON'Ts

Do	Don't
<ul style="list-style-type: none"><li>● Have an Attention Getter</li><li>● Follow and stick to the prompt given</li><li>● Discuss one central point in each paragraph</li><li>● Research your scholarship donor and why they give the award</li><li>● Focus on your strengths</li><li>● Turn your weaknesses into success stories</li><li>● Use detailed, actual examples from your life</li><li>● <b>Proofread, proofread, and proofread</b></li><li>● Tell a good story</li></ul>	<ul style="list-style-type: none"><li>● Open with "In this essay I will..."</li><li>● Procrastinate on your essay, as quality takes time</li><li>● Use the same essay for multiple scholarships</li><li>● Talk about something other than the essay prompt</li><li>● Use vague cliches</li><li>● Write without structure to your essay</li><li>● Make your essay a mirror image of your resume</li><li>● Turn in your essay without anyone editing the essay</li></ul>

# Transcripts, Fees, and Transitional Services

## 1. Transcripts

Students can request a copy of their high school transcripts using the online request link found on the school's website or fill out a physical Transcript Request Form. Transcript Request Forms can be found in the College and Career Center, A108 and outside of the Registrar's office, Ms. Anguiano, located in the front office. Transcripts can be requested using the link: [bit.ly/cchstranscriptrequest](https://bit.ly/cchstranscriptrequest).

If you are taking ACC Dual Credit classes, you will have to send your ACC transcript through ACC. You can use this link to request your ACC transcript to be sent, <https://www.austincc.edu/students>. You will have to log into the Online Services portal.

You will send a total of 2 transcripts to the college you will be attending. You will send a transcript during the application process AND a final transcript when you graduate. The college will need proof you successfully graduated from CCHS.

## 2. Additional Fees

If you qualify for free or reduced lunch you can get a fee waiver, which will cover the costs for your college application fee, test registration and score sends, and NCAA or NAIA registration. If you are not eligible for a fee waiver you will have to pay for the following:

- College Application Fees
- Take SAT or ACT
  - To send test scores
  - Late registration fees
- NCAA or NAIA registration

## 3. Transition Services (Accommodations)

If you are a student receiving special services (Special Education, 504) and would like to have your accommodations sent to your college or university, contact the ARD Facilitator or 504 Coordinator for information.

If you need testing accommodations, see Mrs. Lori Atkins ([latkins@bisdtx.org](mailto:latkins@bisdtx.org)) in the Counselor's Office.

# Student Athlete Information

Do your plans include being an athlete in college? If you answered yes, this information may apply to you. **YOU and your parents** are responsible for making sure you follow all steps necessary so you are qualified to participate in college sports.

## **National Collegiate Athletic Association (NCAA)**

You need to be certified by the NCAA Eligibility Center to compete at an NCAA Division I or II school. Creating an account is the first step to becoming an NCAA Student Athlete.

## **National Association of Intercollegiate Athletics (NAIA)**

PlayNAIA is also the official clearinghouse for NAIA eligibility. Every student-athlete must register with the NAIA Eligibility Center to play sports at an NAIA college or university.

## **Information Needed to Register for NCAA & NAIA**

1. Email address, that you check regularly
2. Personal Information including contact information
3. Sports participation history (teams practiced or played with, events you participated in)
4. Payment or Fee Waiver Request (Registration is \$90 for both organizations)
5. SAT or ACT Scores
6. High School Transcript (must have junior year grades included). Please note if you have attended more than one high school you will need to submit transcripts from each of the schools you have attended.

## **Things to Consider**

1. These organizations exist to certify your amateur status.
2. Not all courses offered at the high school are on the approved course list for NCAA. It is the student's responsibility to make sure you are taking approved courses which count for your certification. Courses which are approved are on the NCAA website. (Courses taken in credit recovery generally are not approved).
3. Before you can make an official visit to a Division I or II school or sign a national letter of intent you must create a certification account.
4. Divisions I and II use sliding scales to match test scores and GPAs to determine eligibility. The sliding scale balances your test score with your GPA. If you have a low test score, you need a higher GPA to be eligible. If you have a low GPA, you need a higher test score to be eligible.
5. The NCAA Clearinghouse uses the super score method which will allow you to combine test scores taken on different days to reach the combined or sum score required on a sliding scale when determining eligibility.



# Trade Programs

Austin Dental Assistant School - Become a Dental Assistant in 12 weeks

<https://austindentalassistantschool.com/>

CenTex Independent Electrical Contractors

- Education, Training & Mentoring Program for Contractors & Electricians

<https://centexiec.com/>

Community Truck Driving School

- CDL License Training

<https://www.communitytruckdrivingschool.com/>

IBEW Local Union 520

- IBEW Local 520 offers licensed electricians a safe work environment by continued training and ensuring certifications are updated and met

<https://ibew520.org/ibew-advantage/>

Lincoln Technical

Skilled Trade Schools & Vocational School

<https://www.lincolntech.edu/>

Texas State Technical College

- Public Institution with a large number of programs available

<https://tstc.edu/programslist/browse>

Tulsa Welding School

- Welding Programs, HVAC & Refrigeration

<https://www.tws.edu/>

## **Cosmetology, Barber and Massage Schools**

Avenue Five Beauty and Massage School

<https://avedaarts.edu/locations/austin/>

Austin Massage Academy

<https://www.austinmassageacademy.com/>

Aveda Arts & Sciences Institute Austin

<https://avedaarts.edu/locations/austin/>

Academy of Hair Design

<https://aohd.com/austin/>

Baldwin Beauty School

<https://www.baldwinbeautyschools.com/>

Bevelle Barber School

<https://aohd.com/austin/get-started/programs/bevelle-barber-school/>

Jays Technical Institute, Inc.

<http://www.jaysbarberandbeautyschool.com/campuses/elgin-barber/>

Paul Mitchell The School - Austin

<https://paulmitchell.edu/austin>

Roffler School of Hair Design

<https://rofflerschoolofhairdesign.com/>

The Lauterstein-Conway Massage School

<https://www.tlcmassageschool.com/>

# Account Information

<b>Student Email</b>		<b>Personal Email</b>	
Email	_____@student.bisdtx.org	Email	
Password		Password	
<b>ApplyTexas</b>		<b>Student FSA ID</b>	
Email		Email	
Password		Password	
<b>Common Application</b>		<b>Parent FSA ID</b>	
Email		Email	
Password		Password	
<b>Coalition Application</b>		<b>Collegeboard (SAT)</b>	
Email		Email	
Password		Password	
<b>Student Email</b>		<b>ACT</b>	
Email		Email	
Password		Password	
<b>College/University:_____</b>		<b>College/University:_____</b>	
Username		Username	
Password		Password	
Email		Email	
Student ID		Student ID	
<b>College/University:_____</b>		<b>College/University:_____</b>	
Username		Username	
Password		Password	
Email		Email	
Student ID		Student ID	

# College Application Checklist

College/University:				College/University:			
School Type	Safety Target Reach	Essay(s) Submitted		School Type	Safety Target Reach	Essay(s) Submitted	
Application Fee		Date Requested Transcript		Application Fee		Date Requested Transcript	
Application Deadline		Letter(s) of Rec.		Application Deadline		Letter(s) of Rec.	
Date Submitted Application		SAT/ACT/TSI Scores		Date Submitted Application		SAT/ACT/TSI Scores	
Scholarship Application Deadline		Date Submitted FAFSA / TASFA		Scholarship Application Deadline		Date Submitted FAFSA / TASFA	
College/University:				College/University:			
School Type	Safety Target Reach	Essay(s) Submitted		School Type	Safety Target Reach	Essay(s) Submitted	
Application Fee		Date Requested Transcript		Application Fee		Date Requested Transcript	
Application Deadline		Letter(s) of Rec.		Application Deadline		Letter(s) of Rec.	
Date Submitted Application		SAT/ACT/TSI Scores		Date Submitted Application		SAT/ACT/TSI Scores	
Scholarship Application Deadline		Date Submitted FAFSA / TASFA		Scholarship Application Deadline		Date Submitted FAFSA / TASFA	

# Paying for College

# Financial Aid Applications

## Free Application For Federal Student Aid ([FAFSA](#))

**It is recommended that you fill out the FAFSA as soon as possible after October 1st.** Most colleges/universities have priority deadlines of February 25th, March 15th, or May 1st. **Check out your school's website for the official dates!** You want to make sure you submit your financial aid documents prior to those dates so you do not miss out on any available aid.

Some colleges/universities may require for you to have the FAFSA on file even when receiving merit-based aid such as university scholarships. Regardless of the outcome, fill out the FAFSA!

### **What do I need when I fill out the 2021-2022 FAFSA?**

You should have the following information with you to fill out the FAFSA:

- **Your Social Security Number**
- Your parents' Social Security numbers (ITINs and SSNs issued for work only cannot be used on FAFSA)
- If parents are married, know *MM/YYYY* of marriage. If separated/divorced, know *MM/YYYY* of separation/divorce
- Dates of birth of you and your parents
- Your email address and an email address for one of your parents ( to create FSA ID Usernames and Passwords)
- Your driver's license number, if you have one
- Your Alien Registration Number if you are not a US citizen
- **2019 IRS income tax returns**, including W-2's for you and your parents<sup>12</sup>
- Records of untaxed income, such as child support received or paid out, interest income, and veterans non-educational benefits, for you and for your parents
- Cash, savings, and checking account balances;worth of investments, including real estate (but not including the home in which you live); and business and farm assets for you and your parents.

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<sup>12</sup> You may be able to use the Data Retrieval Tool to retrieve and insert tax information electronically from the IRS into your FAFSA.

## Texas Application For State Financial Aid (TASFA)

Don't qualify for the FAFSA?! No worries! You may be eligible to receive State Aid by filling out the TASFA (Texas Application for State Financial Aid). **It is recommended that you fill out the TASFA as soon as possible after October 1st.**

Keep in mind this application can take up to 3-4 weeks to complete, so it is very important to start this application as soon as possible. Especially because there is a very limited amount of funds that can be distributed.

### **What do I need when I fill out the 2021-2022 TASFA?**

*You should have the following information with you to fill out the TASFA:*

- Your DACA Social Security number and your parents' DACA Social Security numbers (if applicable)
- Your ITIN number and your parents' ITIN number (if applicable)
- If parents are married, know MM/YYYY of marriage. If separated/divorced, know MM/YYYY of separation/divorce
- Dates of birth of you and your parents
- Your email address and an email address for one of your parents
- **2019 IRS income tax returns**, including W-2's for you and your parents
- Records of untaxed income, such as child support received or paid out, interest income, and veterans non-educational benefits, for you and for your parents
- Cash, savings, and checking account balances; worth of investments, including real estate (but not including the home in which you live); and business and farm assets for you and your parents

# FAFSA Checklist

- Create an [FSA ID](#)
  - Student
    - Username: \_\_\_\_\_
    - Password: \_\_\_\_\_
  - Parent
    - Username: \_\_\_\_\_
    - Password: \_\_\_\_\_
- 2019 Taxes & W-2's for parent and student<sup>13</sup>
- IRS Data Retrieval Tool
- Request Tax Transcript
  - Electronically through the [IRS](#) website
  - Faxed [4506-t form](#) to 855-587-9604
- Signatures
  - Student Sign FAFSA w/ FSA ID
  - Parent Sign FAFSA w/ FSA or Mail in physical signature page
    - Date mailed in signature page: \_\_\_\_\_
- Estimated Family Contribution (EFC): \_\_\_\_\_

Schools Submitted FAFSA To:


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<sup>13</sup> Only if you worked in the year of 2019



# TASFA Checklist

- ❑ [TASFA Application 2021 - 2022](#)
- ❑ Request Tax Transcript for parents for 2019 tax year
  - ❑ Electronically through the [IRS](#) website
  - ❑ Faxed [4506-t form](#) to 855-587-9604
- ❑ [Residency Affidavit](#) (signed and notarized)<sup>14</sup>
- ❑ Register for [Selective Service](#) (MALES ONLY)
- ❑ Additional Verification worksheets (*these will be specific to each college you apply to.*)

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<sup>14</sup> Mrs. Gomez, Principal's Secretary, is a notary

# Scholarships

There are many scholarship opportunities inside and outside of our community. They are not all based on academic achievement. Many are based on financial need, career goals, or community service.

## Local Scholarships

The College and Career Center puts together the Local Scholarship Book, which will be available on December 1st. There are over 40 local scholarships available in the scholarship book. You are only competing against students who have applied from Cedar Creek High School, so it would be in your best interest to apply to as many as possible.

## State and National Scholarships

There are over 4.1 billion scholarships available at any time. Although you may not receive every scholarship you apply for, continue to apply for as many scholarships as you can. Any amount of free money will add up and you won't have to pay it back.

[The College and Career Center's Top 7 Scholarship websites:](#)

1. [www.jlvcollegecounseling.com](http://www.jlvcollegecounseling.com)
2. [www.collegegreenlight.com](http://www.collegegreenlight.com)
3. [www.raise.me](http://www.raise.me)
4. [www.unigo.com](http://www.unigo.com)
5. [www.niche.com](http://www.niche.com)
6. [www.scholarships.com](http://www.scholarships.com)
7. [www.fastweb.com](http://www.fastweb.com)

**\*\* FINAL NOTE ON SCHOLARSHIPS -- If you receive notification that you have been awarded a scholarship from an organization or any college (even if you don't plan on going there), please provide a copy of this information to the College and Career Center.** You are welcome to email this to Ms. Crayton ([ecrayton@bisdtx.org](mailto:ecrayton@bisdtx.org)) or bring a copy of the information to the College and Career Center along with the Merit-Based Aid Verification Form (<http://bit.ly/MBAVF>). We want to recognize your accomplishments at the Senior Awards Night in May, so it is important to submit this as soon as you receive it.

# CollegeBoard Opportunity Scholarship<sup>15</sup>

How would you like to earn scholarship money for all of the things you should be doing while applying for college? CollegeBoard has released a new scholarship program where they are giving away millions of dollars to students who are making an effort in their college application process. This is a great opportunity to take advantage of! ***Cedar Creek High School's Marlizeth Castaneda Hernandez, Class of 2020, received an Opportunity Scholarship!***

Here is a brief summary of the steps for the scholarship. More in depth information about the Opportunity Scholarships can be found on the CollegeBoard website:

<https://opportunity.collegeboard.org/>.

1. **Build Your College List: \$500** - Get started by exploring colleges you're interested in.
2. **Practice for the SAT: \$1,000** - Use Official SAT Practice on Khan Academy to get ready for test day.
3. **Improve Your Score: \$2,000** - Show how practice pays off by improving your SAT score.
4. **Strengthen Your College List: \$500** - Make sure your college list has a mix of academic safety and reach schools.
5. **Complete the FAFSA: \$1,000** - Fill out the free government form to apply for financial aid.
6. **Apply to Colleges: \$1,000** - Apply to the schools you want to attend.

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<sup>15</sup> All information has been copied from the CollegeBoard website: <https://opportunity.collegeboard.org/>

# Letters of Recommendation

## **Whom should you ask?**

Ask someone who knows you relatively well and who has had enough interaction with you to give a genuine assessment of your skills and achievements. Be sure it is someone who you know can write effectively but who is willing to write you a **STRONG** letter. You could ask coaches, club advisors, employers, family friends, counselors, etc.

## **Analyze your needs for the letter**

Some scholarships stress specific criteria. If you tell the person who is writing your recommendation what those criteria are, he or she may be able to write a more effective letter. In many cases, you may be able to use a slightly more general letter for several scholarships. If possible, ensure that each letter of recommendation is addressed to an individual from a specific scholarship fund.

## **Requesting a letter of recommendation**

Please recognize that writing a good letter of recommendation is not a simple task. You are asking someone to work hard on a letter that will represent you well. Thank the writer for their help and offer to make the task as simple as possible by doing the following:

- Provide all the information the writer will need including: names, addresses, and any specific topics that need to be covered.
- Provide a list of your activities and achievements or a resume.
- Provide information about your educational and career goals.
- Provide a copy of your college essays so the writer understands more about you, your approach to the college application process, and what sets you apart from other students applying for the same scholarship.

Provide your letter writer as much lead time as possible. Check in with them at some point in the letter writing process to see if they have everything they need. This is both a supportive touch and a chance to “jog” the writer’s memory about the approaching deadline.

After you receive the letter, hand write a note of appreciation. Remember they spent a lot of time and effort to write this letter for you. ***Handwritten thank you cards go a long way.***

# Breaking Down Your Award Letter

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- **SCHOLARSHIPS**
  - Free money meaning you don't have to pay it back.
  - Each scholarship will have their own name
  - Find out if the scholarship is renewable for all four years and be sure you understand the criteria to maintain the scholarship, i.e. - GPA minimum
- **FEDERAL PELL GRANTS**
  - Free money from the government
  - The Pell Grant is designed to help students who display exceptional financial need.
- **FEDERAL LOANS**
  - Money the government offers on loan, meaning you have to pay the money back with interest.
  - **SUBSIDIZED LOANS** - Based on financial need. You need to repay these loans, but the government pays the interest while you're scholl at least half-time and for up to six months after you graduate.
  - **UNSUBSIDIZED LOANS** - Not based on need and you will have to pay back the loan with any interest that accrues while you're in school and during your grace and repayment periods.
  - The loan amounts offered in the award letter may be more than what you need. You don't have to accept all the money available to you. **ONLY BORROW WHAT YOU NEED.**
- **COSTS**
  - **DIRECT BILLABLE COSTS** - Costs that need to be paid directly to the school.
  - **INDIRECT COSTS** - Expenses such as books, supplies, and transportation. These costs are related to attending school but are not directly paid to the school.
- **TOTAL ESTIMATED BALANCE**
  - This is the school's estimate of what you'll pay annually.
  - Keep in mind that doesn't include any outside loans, scholarships, or money you will be using.
- **ACCEPTING YOUR FINANCIAL AID AWARD**
  - You are not required to accept all of the funds offered to you. You can accept only the scholarships and grants and not the loans.
  - You are not expected to attend until you make your enrollment or housing deposit.
- **WORK - STUDY**
  - A federal program that allows you to earn money while in college.
  - Not directly paid towards your tuition. You receive it in the form of a paycheck just like any other job.
  - Not a guarantee. Availability is limited and based on an application.

- Amount listed isn't guaranteed either. That number is the maximum amount you'll be able to receive through work-study.

# Sample Award Letter

Financial Aid		\$39,945	
<b>GRANTS AND SCHOLARSHIPS</b>			
	Fall	Spring	Total
Faculty Scholarship	\$15,500	\$15,500	\$31,000
Federal Pell Grant	\$1,323	\$1,322	\$2,645
Federal Supplemental Educational Opportunity Grants (FSEOG)	\$400	\$400	\$800
<b>LOANS</b>			
Federal Direct Subsidized Loan	\$1,750	\$1,750	\$3,500
Federal Direct Unsubsidized Loan	\$1,000	\$1,000	\$2,000

Estimated Cost of Attendance		\$61,826	
<b>DIRECT BILLABLE COSTS</b>			
	Fall	Spring	Total
Tuition	\$23,085	\$23,085	\$46,170
Fees	\$180	\$180	\$360
Room/Housing	\$4,010	\$4,010	\$8,020
Meals/Meal Plan	\$2,688	\$2,688	\$5,376
<b>INDIRECT COSTS</b>			
Book/Supplies	\$550	\$550	\$1,100
Transportation	\$225	\$225	\$450
Other Educational Costs	\$175	\$175	\$350

Total Estimated Balance		\$21,881	
<b>ESTIMATED MONTHLY PAYMENT OPTIONS</b>			
<b>\$2,188</b>	<b>\$1,823</b>	<b>DEPOSIT NOW</b>	
10 payments per year	12 payments per year	<b>METHODS OF PAYMENT</b>	

## Resources to Pay Your Balance

### ACCEPTING YOUR FINANCIAL AID AWARD

Log into our website and accept, decline or partially accept your financial aid award.

### WORK STUDY

	Fall	Spring	Total
Federal Work Study	\$1,250	\$1,250	\$2,500

### PAYMENT PLAN

We offer 10 and 12 month payment plans. Payment plans are calculated by semester and subject to change. You need to sign up for a payment plan each semester.

*If you have any questions or concerns related to this award letter, please contact the financial aid office.*

# Military Enlistment and Workforce



# Military Enlistment

## Branches

Air Force  
Army  
Coast Guard  
Marine Corps  
National Guard  
Navy

## Armed Services Vocational Aptitude Battery (ASVAB)<sup>18</sup>

The ASVAB is a timed, multiple-aptitude test that measures developed abilities and helps predict future academic and occupational success in the military.

Your scores in four critical areas -- Arithmetic Reasoning, Word Knowledge, Paragraph Comprehension and Mathematics Knowledge -- count towards your Armed Forces Qualifying Test (AFQT) score. The AFQT score determines whether you're qualified to enlist in the U.S. military.

Your scores in the other areas of the ASVAB will determine how qualified you are for certain military occupational specialties and Enlistment Bonuses. A high score will improve your chances of getting the specialty/job and signing bonus you want.

Scoring high on the ASVAB will require study and concentration. Don't skimp on preparing for this test. It's your future. Get the most out of it.

We offer the ASVAB on campus for free two times a year. If you take the ASVAB, you are neither obligated to enlist into the military, nor are you enlisting into the military just by taking the test. However, if you plan to enlist you **must** take the ASVAB. **This year's ASVAB test dates are November 13 and February 19th. Register to take the ASVAB on campus at [bit.ly/asvab2021](https://bit.ly/asvab2021).**

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<sup>18</sup> Information from official-asvab.com and www.military.com

# Workforce Resources

These are resources that provide support and opportunities to Texas residents to find jobs, internships, and to help start their careers. There are various resources available to students who have no clue where to start or need more information.

- **Apprenticeship Training Program** - <https://twc.texas.gov/jobseekers/registered-apprenticeship-training-programs-job-seekers>
- **Career Success** - <https://lmci.state.tx.us/shared/PDFs/careersuccess.pdf>
- **Jobs Y'all** - <https://jobsyall.com/>
- **Texas Reality Check Career Planning Tools** - <https://texasrealitycheck.com/>
- **Texas Workforce Commission** - <https://twc.texas.gov/>
- **U.S. Department of Labor list of apprenticeship occupations** - <https://www.doleta.gov/oa/occupations.cfm>