

Senior Conference Checklist

- Review graduation requirements / Academic Senior Checkout Sheet
- Update free/reduced lunch eligibility
- If you have not already done so, sign up for Remind 101.
- Make sure to check out www.cctecnj.org, the student services page including Scholarships Tab, and the student services quarterly newsletter for important updates and information.
- Attend college and career readiness SMART workshops.

- Check these items frequently:
 - CCTEC Website & Student Services Page
 - CCTEC email
 - Genesis for grades
 - RCSJ email (if enrolled in ECHS)

- Continue with extracurricular activities at CCTEC and beyond. Colleges and employers are seeking well-rounded students.
- Register for SAT, ACT, and/or ASVAB. Check registration dates and deadlines (posted on website).
 - Access preparation tools available through CollegeBoard and Khan Academy
- Finalize your college/career plan. Be sure to meet with:
 - Your Counselor
 - ECHS - Ms. Muffley
 - School to Work - Mr. Bermudez.

College Bound?

- College plans- community, two or four year schools?
- NJ STARS, School Counts, EOF? If eligible, review NCAA Clearinghouse & make appointment with Mr. Briggs.
- Naviance
 - Update Resume
 - Academic Honors
 - Jobs/Volunteer Experience
 - Extra Curriculars (inside & outside of CCTEC)
 - Update College Application List and request letters of recommendation
 - Register for “college rep” visits hosted at CCTEC

- College Application Process
 - Know your application **deadlines**- Merit Scholarships, Early Action/Early Decision/Priority
 - Teacher Recommendation Letters - politely ask teacher in person and provide copy of clubs/awards/activities list.
 - Complete online application and make appointment with counselor to review all necessary documents
 - Complete transcript request form through your counselor. **Supporting documents for applications cannot be processed until this is completed.**
 - Review SAT/ACT scores and send through CollegeBoard & ACT

CCTEC to Work?

- Review Career / Occupation Plan with counselor
 - Make appointment with Mr. Bermudez, STW Counselor, to review all necessary documents
 - Continue to explore and shadow various career opportunities
 - CTE Teacher/Counselor Recommendation Letters - politely ask teacher in person and provide copy of clubs/awards/activities list and employment experience.
 - Practice and prepare for Mock Interview Day
 - Update and finalize resume
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- Continue to attend college / career fairs and schedule campus / industry tours. Look for opportunities to attend events on college campuses (plays, concerts, sporting events, activities related to your major/ program, etc.) / *review CCTEC attendance policy regarding excused absences for college and industry visits.*
 - Meet with your counselor routinely through individual and group meetings. It will be up to you to make appointments and reach out to them.

Senior Parent / FAFSA Night: September 25, 2019

FAFSA Forms- www.fafsa.ed.gov - Available in October 1, 2019

Student Name: _____ Program: _____

Student Signature: _____ Date: _____