

Parsippany-Troy Hills Township Schools

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Dear Senior and Parents:

It is an exciting time of year in the School Counseling office as we prepare for the College Admissions season with the Class of 2018.

Our Counseling staff will be meeting with seniors out of their English classes during the third week in September to review the college admissions process and the role that the Counseling Department plays in providing assistance to their post-secondary planning.

Here is a list of a few upcoming activities that might interest you and/or your senior:

- **The Annual Morris County College Fair will take place on Sunday, September 17th at the County College of Morris from 12-3pm. Over 150 colleges and universities will be represented.**
- **The Passaic County College Fair will be held on Monday, September 25th from 6:00-8:30pm at William Paterson University. Over 100 colleges and universities will be represented.**
- **The Counseling Department will be holding a Senior Parent meeting prior to Back-to-School Night at 6:00pm in the auditorium on Tuesday, September 19th to review college application procedures.**
- **The Counseling Department will be hosting two mini college fairs for seniors during the school day on September 26th and October 23rd. Seniors should listen for announcements and come to Guidance to sign up.**
- **Financial Aid Night has been scheduled for Wednesday, October 25th at 7:00pm in the PHS Auditorium. Dorothy Gilliard, Senior Consultant with FASNA – Financial Aid Service and Need Analysis, will be the presenter.**

At the beginning of the school year, many seniors and their parents often ask what they should be doing to get the college admission process started. Although every student's search is unique, here is a guideline of general activities that should be underway:

- Finalize a list of 7-10 schools. Schedule campus tours and information sessions, along with interviews with admissions and coaches, if applicable.
- If you are using the Common Application, set up your account at www.commonapp.org and begin to fill out each section. You will need to go onto Naviance to link up the two accounts; once that is done, your schools will automatically be populated into your Naviance account. If you are not using the Common Application, you will need to go onto Naviance and add them to your list.
- Determine whether you will apply Early Decision (only 1 school), Early Action (if available), Regular Admission, or Rolling Admission for each of the colleges on your list. Put together a monthly calendar of application deadline dates to stay on track.
- Type up a resume for the teachers who will be writing you letters of recommendation.
- Request letters of recommendation from two teachers providing them with a copy of your resume along with a list of deadline dates for each college in which you would like their letter to be sent. Give teachers plenty of advanced warning.
- Prepare your college essay and individualize for each college application if possible.
- Register for the SAT I & II and ACT (October, November, or December). Contact www.collegeboard.org or www.ACT.org to release your scores to designated colleges.
- Visit the Parsippany High School website on the School Counselors menu to find the link for Scholarship information. Most of our scholarships are posted between January and March, but check back to this page often.

The Counseling Department looks forward to working with your children as they prepare for their post-secondary educational futures. Please feel free to contact your child's counselor with any specific questions you may have.

Sincerely,

PHS School Counselors