

The Woodlands High School

Class of 2012



Senior Handbook Update
September 2011

THE WOODLANDS HIGH SCHOOL

6101 Research Forest Drive
The Woodlands, Texas 77381
(936) 709-1200
CEEB School Code: 441-471

| | |
|-------------------------------------|--|
| Gregg Colschen..... | Principal |
| Jeri Gambertoglio | Associate Principal for Student Services |
| Chuck Pincumbe | Associate Principal for Administration |
| Denise Cipolla | Lead Counselor |
| Kelly Stewart..... | Counselor (A-Chal) |
| Tracie Breidenthal | Counselor (Cham – Flan) |
| Suzanne Smith | Counselor (Flao – Johns) |
| Laura Willard | Counselor (Johnsa – Mayo) |
| Jane Iribarren/Eileen Kennedy | Counselor (Mayp – Pic) |
| Allison Chambers. | Counselor (Pid – Srn) |
| Christy Farris | Counselor (Sro – Z) |
| Sheredian Vickers | College & Career Counselor |
| Larry Klapesky..... | Assistant Principal (A – Cr) |
| Shawne LeDee | Assistant Principal (Cs – Hi) |
| Paul Fleming..... | Assistant Principal (Hj – Mg) |
| Jan Nell..... | Assistant Principal (Mh – Sc) |
| Dennis Muehler..... | Assistant Principal (Sd – Z) |
| Jill Malpass | Assistant Principal for Instruction |
| Karen Powell | Grade Level Office Assistant |
| Krista Dueitt | Grade Level Office Assistant |
| Bonnie Graham | College & Career Center Assistant/Transcript Clerk |
| Carol Heard | Registrar |
| Carmen Gardner..... | Counselor Technician |
| Jasso Badal..... | Counselor Technician |
| Bill Weatherall..... | Counselor Technician |

Office Telephone Numbers

| | |
|---------------------------------|--------------|
| Grade Level Office, A - L | 936-709-1472 |
| Grade Level Office, M - Z | 936-709-1473 |
| College & Career Center | 936-709-1394 |

Important Dates 2011-2012

September 2011

| | | |
|-----------|----|---|
| Friday | 2 | Football @ Hightower @ Hall Stadium, 7:30pm |
| Monday | 5 | Labor Day Holiday |
| Friday | 9 | Last Day of MP 1 First 3 Weeks |
| Friday | 9 | Football vs. Strake Jesuit @ Woodforest, 7:30pm |
| Saturday | 10 | ACT @ TWHS |
| Wednesday | 14 | Red & Green Parade & Pep Rally, 5:30 pm |
| Thursday | 15 | Progress Reports, 2nd period |
| Thursday | 15 | 12 th Grade Parent Information Night, 7:00pm |
| Friday | 16 | Football vs. Tyler Lee @ Woodforest, 7:30pm (Homecoming) |
| Saturday | 17 | Homecoming Dance @ TWHS 8:00-12:00 |
| Monday | 19 | 9 th Grade Parent Information Night, 7:00pm TWHS Auditorium |
| Tuesday | 20 | 11 th Grade "College Planning 101" Night, 7:00pm TWHS Auditorium |
| Saturday | 24 | Football vs. Atascocita @ Woodforest, 6:00pm |
| Monday | 26 | 10 th Grade Parent Information Night, 7:00pm TWHS Auditorium |
| Thursday | 29 | PTA General Meeting |
| Friday | 30 | End of MP 1 Second Three Weeks |

October 2011

| | | |
|-----------|-----|--|
| Saturday | 1 | SAT @ TWHS |
| Monday | 3-7 | Education Go Get It Week |
| Tuesday | 4 | Back to Your Future Day |
| Thursday | 6 | Progress Reports, 2nd period |
| Friday | 7 | Football @. Lufkin, 7:30pm |
| Tuesday | 11 | CISD College Night @ Lone Star Convention Center, 6:30pm |
| Wednesday | 12 | PSAT (all sophomores & juniors); Senior late arrival |
| Friday | 14 | Football vs. Oak Ridge @ Woodforest, 7:30pm |
| Tuesday | 18 | ELA TAKS (retest) |
| Wednesday | 19 | Math TAKS (retest) |
| Thursday | 20 | Science TAKS (retest) |
| Thursday | 20 | Semester Exams Periods 1&2 (Senior Campus Only), 11:25am Dismissal |
| Friday | 21 | Social Studies TAKS (retest) |
| Friday | 21 | Semester Exams Periods 3&4 (Senior Campus Only), 11:25am Dismissal |
| Friday | 21 | 9 th Grade Campus Early Dismissal, 11:25am |
| Friday | 21 | End of MP 1 Third Three Weeks |
| Saturday | 22 | Football @ Kingwood @ Turner Stadium, 6:00pm |
| Saturday | 22 | ACT @ TWHS |
| Friday | 28 | Report Cards, 2nd period |
| Friday | 28 | Football vs. College Park @ Woodforest, 7:30pm (Home) |

November 2011

| | | |
|----------|----|--------------------------------------|
| Friday | 4 | Football @ Conroe @ Moorhead, 7:30pm |
| Saturday | 5 | SAT @ TWHS |
| Friday | 11 | End of MP 2 First Three Weeks |

November 2011

| | | |
|----------|-------|------------------------------|
| Thursday | 17 | Progress Reports, 2nd period |
| Monday | 21-25 | Thanksgiving Holidays |

December 2011

| | | |
|----------|-------|--|
| Saturday | 3 | SAT @ TWHS |
| Friday | 9 | End of MP2 Second Three Weeks |
| Saturday | 10 | ACT @ TWHS |
| Thursday | 15 | Progress Reports, 2nd period |
| Thursday | 15 | PSAT Results/Feedback, 6:00pm and 7:00pm |
| Monday | 19-31 | Winter Break |

January 2012

| | | |
|-----------|----|--|
| Monday | 2 | First Day for Students |
| Monday | 9 | 9 th Grade Red Day Midterms Periods 2&4 (Regular Dismissal) |
| Tuesday | 10 | 9 th Grade Green Day Midterms Periods 1&2 (11:25am Dismissal) |
| Wednesday | 11 | Senior Campus Semester Exams Periods 1 & 2 (11:25am Dismissal) |
| Wednesday | 11 | 9 th Grade Red Day Midterms Periods 1&3 (11:25am Dismissal) |
| Thursday | 12 | Senior Campus Semester Exams Periods 3 & 4 (11:25am Dismissal) |
| Thursday | 12 | 9 th Grade Green Day Midterms Periods 3&4 (11:25am Dismissal) |
| Thursday | 12 | End of MP 2 Third Three Weeks |
| Thursday | 12 | Mid-Year Graduation – FOTW, 7:00pm |
| Friday | 13 | Student Holiday/Teacher Workday |
| Monday | 16 | MLK Holiday |
| Thursday | 19 | PTA General Meeting |
| Friday | 20 | Report Cards, 2nd period |
| Monday | 23 | Senior Campus Open House, 7:00pm |
| Saturday | 28 | SAT @ TWHS |

February 2012

| | | |
|----------|----|--|
| Friday | 3 | End of MP3 First Three Weeks |
| Monday | 6 | Rising 9 th Grade Parent Info Night, 7:00pm/ Pre Registration Fair |
| Tuesday | 7 | Rising 10 th /11 th /12 th Grade Parent Info Night, 7:00pm/ Pre Registration Fair |
| Thursday | 9 | Progress Reports, 2nd period |
| Saturday | 11 | ACT @ TWHS |
| Monday | 20 | Student Holiday/ (Weather Day) |
| Tuesday | 21 | Rising 9 th Grade Pre-Registration Help Session, 4:00-7:00pm |
| Friday | 24 | End of MP3 Second Three Weeks |
| Tuesday | 28 | Rising 10 th /11 th /12 th Pre-Registration Help Session, 4:00-7:00pm |

March 2012

| | | |
|-----------|---|---|
| Thursday | 1 | Progress Reports |
| Monday | 5 | Exit Level Social Studies TAKS (retest) |
| Wednesday | 7 | 10 th ELA TAKS |
| Wednesday | 7 | 11 th ELA TAKS |
| Wednesday | 7 | Exit Level ELA TAKS (retest) |
| Thursday | 8 | Exit Level Math TAKS (retest) |

March 2012

| | | |
|----------|-------|--|
| Friday | 9 | Exit Level Science TAKS (retest) |
| Saturday | 10 | SAT @ TWHS |
| Monday | 12-16 | Spring Break |
| Thursday | 22 | Senior Campus Semester Exams Periods 1 & 2 (11:25am Dismissal) |
| Friday | 23 | Senior Campus Semester Exams Periods 3 & 4 (11:25am Dismissal) |
| Friday | 23 | 9 th Grade Campus Red Day (11:25am Dismissal) |
| Friday | 23 | End of MP 3 Third Three Weeks |
| Monday | 26 | STAAR English I Writing |
| Tuesday | 27 | STAAR English I Reading |
| Friday | 30 | Report Cards |

April 2012

| | | |
|-----------|----|---|
| Friday | 6 | School Holiday |
| Friday | 13 | End of MP4 First Three Weeks |
| Saturday | 14 | ACT @ TWHS |
| Thursday | 19 | Progress Reports (2 nd Period) |
| Tuesday | 24 | 10 th Math TAKS |
| Tuesday | 24 | Exit Level ELA TAKS (retest) |
| Wednesday | 25 | Exit Level Math TAKS & retest |
| Thursday | 26 | PTA General Meeting |
| Thursday | 26 | 10 th Science TAKS |
| Thursday | 26 | 11 th Science TAKS & retest |
| Friday | 27 | 10 th Social Studies TAKS |
| Friday | 27 | 11 th Social Studies TAKS & retest |

May 2012

| | | |
|-----------|------|--|
| Tuesday | 1 | Scholarship Awards due to College & Career Center |
| Saturday | 5 | SAT @ TWHS |
| Monday | 7-18 | AP Testing |
| Monday | 7-18 | STAAR End of Course Exams |
| Monday | 7 | STAAR Algebra 1 End of Course Exam |
| Monday | 7 | AP Chemistry/Environmental Science & Psychology |
| Tuesday | 8 | AP Computer Science/Spanish Language & Art History |
| Wednesday | 9 | STAAR Biology End of Course Exam |
| Wednesday | 9 | AP Calculus & Chinese Language |
| Thursday | 10 | STAAR Geometry End of Course Exam |
| Thursday | 10 | AP English Literature & Japanese Language |
| Friday | 11 | STAAR World Geography End of Course Exam |
| Friday | 11 | AP German/US History & European History |
| Friday | 11 | End of MP4 Second Three Weeks |
| Friday | 11 | Course Request Change Deadline |
| Monday | 14 | AP Biology/Music Theory & Physics |
| Tuesday | 15 | AP Government & French Language |
| Wednesday | 16 | STAAR Algebra II End of Course Exam |
| Wednesday | 16 | AP English Language & Statistics |
| Thursday | 17 | AP Economics & World History |

May 2012

| | | |
|-----------|----|--|
| Thursday | 17 | Progress Report |
| Friday | 18 | AP Human Geography/Spanish Literature |
| Saturday | 19 | Senior Prom @ Marriott-Woodlands Waterway, 8:00-12:00 |
| Tuesday | 22 | Top 10% Parent Program, 1:30pm TWHS Auditorium |
| Tuesday | 22 | Senior Awards Night, 7:00pm TWHS Auditorium |
| Thursday | 24 | Senior Finals Periods 3 & 4 (During regular class time) |
| Friday | 25 | Senior Finals Periods 1 & 2 (During regular class time) |
| Friday | 25 | 9 th Grade Final Red Day Final Exams Periods 2&4 (Regular Dismissal) |
| Friday | 25 | Senior Picnic @ North Shore, 12:00-2:00pm |
| Monday | 28 | Memorial Day Holiday |
| Tuesday | 29 | Graduation Practice, 8:30am (Tentative) |
| Tuesday | 29 | Graduation @ Pavilion, 7:30pm (Tentative) |
| Tuesday | 29 | 9 th Grade Campus Green Day Final Exams Periods 1&2 (11:25 Dismissal) |
| Wednesday | 30 | Senior Campus Semester Exams Periods 1& 2 (11:25 Dismissal) |
| Wednesday | 30 | 9 th Grade Red Day Final Exams Periods 1&3 (11:25 Dismissal) |
| Thursday | 31 | Senior Campus Semester Exams Periods 3 & 4 (11:25 Dismissal) |
| Thursday | 31 | 9 th Grade Green Day Final Exams Periods 3&4 (11:25 Dismissal) |
| Thursday | 31 | End of MP4 Third Three Weeks |

June 2012

| | | |
|----------|---|---------------------|
| Saturday | 2 | SAT @ TWHS |
| Friday | 8 | Report Cards Mailed |
| Saturday | 9 | ACT @ TWHS |

July 2012

| | | |
|-----------|----|--|
| Monday | 9 | Exit Level ELA TAKS retest |
| Monday | 9 | STAAR World Geography End of Course Exam |
| Monday | 9 | STAAR Geometry End of Course Exam |
| Tuesday | 10 | Exit Level Math TAKS retest |
| Tuesday | 10 | STAAR Algebra I End of Course Exam |
| Wednesday | 11 | Exit Level Science retest |
| Wednesday | 11 | STAAR Biology End of Course Exam |
| Thursday | 12 | Exit Level Social Studies retest |
| Thursday | 12 | STAAR English I Writing End of Course Exam |
| Friday | 13 | STAAR English I Reading End of Course Exam |

Senior Planning Calendar

| WHEN | WHAT TO DO |
|-------------------------------|--|
| All year | Visit the College & Career Center to discover invaluable information. |
| | Check Family Connection for valuable updates related to college and career planning. |
| | Log on to Family Connection to check college visit schedule. |
| | Meet with college representatives who visit our school. |
| | Keep a calendar of important dates and deadlines. Mail applications well ahead of every deadline. |
| | Make copies of every college or scholarship application you submit. |
| | Research and begin applying for scholarships. |
| August & September | Register for the college entrance exams (SAT or ACT) if you have not already done so. (Register at least five weeks in advance.) Register for SAT at www.collegeboard.org and register for ACT at www.actstudent.org |
| | Obtain ACT student bulletins and test taking tips in the College & Career Center |
| | Obtain SAT free practice test at sat.collegeboard.org/home |
| | Determine if your college(s) requires SAT Subject Tests and take appropriate subject tests. |
| | Sign up for SAT prep classes offered by Conroe ISD if desired. Register online at http://ready.conroeisd.net |
| | Make sure you have registered with NCAA Clearinghouse if you plan to participate in college athletics (www.ncaaclearinghouse.org) |
| | Narrow your college choices to a reasonable number and go to the college website to get information on admissions, housing, and financial aid. WATCH APPLICATION DEADLINES! |
| | Be thoroughly familiar with the requirements for your college applications |
| | Create a complete checklist of test names and registration deadlines, fees, test dates, college application deadlines, financial aid application deadlines and other important deadlines or dates to remember. |
| | Make sure you are registered for Family Connection (FC). Go to the College & Career Center if you need help with your Family Connection account. |
| | Make sure one of your parents or guardians is registered for Family Connection so that they can assist you. |
| | Decide who you will ask for recommendations, and ask them at least 15 school days before the application deadline. |
| | Complete your essays if your application requires them. |
| | Research scholarship and financial aid opportunities on your Family Connection account. This list is updated frequently because we get new scholarship information daily. Scholarship applications may be downloaded from Family Connection. |
| | September 23 is the deadline to submit requests for counselor and teacher recommendations for applications due October 15. |
| October | Watch deadlines if you are applying Early Decision (ED) or Early Action (EA). |
| | October 10 is the deadline for counselor or teacher recommendation requests for applications due on November 1. |
| | Edit your college essays and have someone else read them for you. |
| | Attend CISD College Night at the Lone Star Convention Center in Conroe on October 11, 2011, 6:30 pm – 8:30 pm. A list of attending colleges will be available on Family Connection and in the College and Career Center by October 1. |
| | October 24 is the deadline for counselor or teacher recommendation requests for applications due on November 15. |
| November | WATCH DEADLINES!!! November 1 - 15: The deadline for most colleges with ED or EA deadlines. CHECK THE DATES and SUBMIT YOUR APPLICATION if you intend to apply ED or EA. Make sure your counselor and teachers have the appropriate forms to write recommendations. |
| | November 2 is the deadline for counselor or teacher recommendation requests for applications due on December 1. |

| WHEN | WHAT TO DO |
|---------------------------|--|
| November | Work on your college applications. Be sure to note when applications are due. Many colleges have deadlines from mid-November through January. Make sure your application and supporting materials are submitted in time to be received well before the deadline. |
| | November 16 is the deadline for counselor or teacher recommendation requests for applications due December 15 – January 15. REMEMBER: All requests must still allow 15 school days for preparation. MAKE SURE YOU KNOW YOUR DEADLINES and plan accordingly. |
| | Register for THEA if you plan to attend a Texas public college/university and do not qualify for an exemption. |
| December | Try to submit all college applications by December 1. |
| | December 1 is the application deadline for UT-Austin. |
| | December 1 is the scholarship deadline for UT-Austin and TAMU. |
| | Try to talk to friends and/or relatives who are attending (or have attended) the colleges on your list. |
| January | File FASFA online at www.fafsa.ed.gov as soon as possible after January 1. |
| | January 1, 10 and 15 are application deadlines for many colleges. Others may have deadlines later in January or February. PLEASE REMEMBER TO WATCH YOUR APPLICATION DEADLINES. |
| | January 15 is the application deadline for Texas A&M University. Make sure that your complete application is at the university ON OR BEFORE JANUARY 15 in order to be considered for admission to TAMU. |
| | Request midyear reports for colleges that require them and submit the required forms in the CCC. |
| | Record college admission decisions on Family Connection as you get them. |
| | Take a copy of your college acceptance letter for the college that you will attend to the CCC secretary, Bonnie Graham, in the College & Career Center as soon as you receive admission. |
| | Continue searching for and applying for scholarships. |
| February and March | Continue to log onto Family Connection and update your college admissions decisions as you receive them. |
| | Many new scholarships are received so continue searching for and applying for scholarships. |
| April | Students notified of admission decisions by selective colleges. |
| | Review college acceptances and compare financial aid offers. |
| | If you have more than one college offer, rank the colleges according to your important criteria. |
| | Select the college you will attend and send required deposits by the deadline. <i>You should send a deposit to only one college.</i> |
| | Record scholarship acceptances on Family Connection by May 1 for the Senior Awards Program. |
| May | Notify all the colleges that you applied of your enrollment decision. |
| | Make sure you accept the financial aid offer according to the directions in your award letter. |
| | If you received financial aid offers from colleges you are not attending, be sure you notify the colleges of your decision to accept or reject their offers. |
| | Log on to Family Connection to complete your graduation survey and request your final transcript. |
| | Send final transcript to NCAA if you plan to participate in college athletics. |
| | Write a thank you note to everyone who has helped you with the college application process, and tell them of your decision. Also send thank-you notes to donors from whom you have received scholarships. |
| | Attend Senior Awards Night on May 22 at 7:00 pm in the TWHS Auditorium |
| June | Attend graduation on May 29 |

NOTES:

- Some of the deadlines on the Senior Planning Calendar are not necessarily final deadlines, but were chosen as the best guidelines to provide students ample time to submit application materials.
- Most colleges consider the admissions application, housing application, and financial aid application as separate processes. Make sure you are informed of the application procedures at each college that you apply. It is not uncommon for colleges to have different deadlines and requirements.

Rely on the professionals: ASK YOUR COUNSELOR WHEN YOU HAVE QUESTIONS.



Save the Date!

Conroe, Willis and Montgomery ISDs
College Night
Tuesday,
October 11, 2011
6:30 – 8:30 PM
LONE STAR CONVENTION CENTER
90055 Airport Rd. (FM 1484)
Conroe, TX

College Counselors from 150+ colleges,
College Application Workshop, Financial Aid
Workshop, Military Opportunities

2011-2012 College Admissions Test Dates

Preliminary SAT/NMSQT (PSAT/NMSQT)

Wednesday, October 12, 2011 (All CISD Sophomores and Juniors are preregistered for the PSAT and no further action is needed except to prepare and be present for testing.)

SAT and **SAT Subject Tests** Register at www.collegeboard.org (Fee: \$49.00)

Students who qualify may receive a fee waiver. Check with your counselor for fee waiver guidelines.

| TEST DATE | Regular Registration Deadline | Late Registration Deadline <i>Additional fee required</i> |
|------------------|-------------------------------|--|
| October 1, 2011 | September 9, 2011 | September 21, 2011 |
| November 5, 2011 | October 7, 2011 | October 21, 2011 |
| December 3, 2011 | November 8, 2011 | November, 20, 2011 |
| January 28, 2012 | December 30, 2011 | January 13, 2012 |
| March 10, 2012* | February 10, 2012 | February 24, 2012 |
| May 5, 2012 | April 6, 2012 | April 20, 2012 |
| June 2, 2012 | May 8, 2012 | May 22, 2012 |

*SAT only

American College Testing Program (ACT). Register at www.actstudent.org. (Fee: \$49.50)

Students who qualify may receive a fee waiver. Check with your counselor for fee waiver guidelines.

| Test Date | Registration Deadline | <i>(Late Fee Required)</i> |
|--------------------|-----------------------|----------------------------|
| September 10, 2011 | August 12, 2011 | August 13 – 26, 2011 |
| October 22, 2011 | September 16, 2011 | September 17 – 30, 2011 |
| December 10, 2011 | November 4, 2011 | November 5 – 18, 2011 |
| February 11, 2012* | January 13, 2012 | January 14 – 20, 2012 |
| April 14, 2012 | March 9, 2012 | March 10 – 23, 2012 |
| June 9, 2012 | May 4, 2012 | May 5 – 18, 2012 |

THEA 2011-2012 Testing begins in mid-August. Register and get deadlines at www.thea.nesinc.com

| Test Date |
|-------------------|
| October 16, 2010 |
| February 26, 2011 |
| April 23, 2011 |
| June 18, 2011 |
| July 23, 2011 |

THEA Exemption Scores:

| | | | | |
|---|----------------|--|----------------|--|
| SAT – 1070 (w/minimum score of 500 Verbal & Math) | O R | ACT – 23 (w/minimum score of 19 in English & Math) | O R | TAKS – 2200 in math and/or ELA with a writing score of 3 or above |
|---|----------------|--|----------------|--|

2012 AP Exams

| Exam | Morning- 8 a.m. | Afternoon – 12 p.m. | Afternoon – 2 p.m. |
|--------------|--|--|---|
| May 7, 2012 | Chemistry Environmental Science | Psychology | |
| May 8, 2012 | Computer Science A Spanish Language | Art History | |
| May 9, 2012 | Calculus AB Calculus BC | Chinese Language and Culture | |
| May 10, 2012 | English Literature & Composition | Japanese Language and Culture Latin: Vergil | |
| May 11, 2012 | German Language United States History | European History | |
| May 14, 2012 | Biology Music Theory | Physics B Physics C: mechanics | Physics C: Electricity and Magnetism |
| May 15, 2012 | United States Government and Politics | Comparative Government and Politics French Language | |
| May 16, 2012 | English Language and Composition | Statistics | |
| May 17, 2012 | Macroeconomics World History | Microeconomics Italian Language and Culture | |
| May 18, 2012 | Human Geography Spanish Literature | | |

College-Level Examination Program (CLEP)

This program is administered on college campuses. Check with your college of choice.

Family Connection: The Link Between TWHS and Future Planning

The Woodlands High School uses Family Connection as a guidance tool to help students with future planning. Family Connection enables the counseling office to offer a comprehensive website that students can use to assist with making decisions that impact future choices. More importantly, it also serves as the primary tool for students in the college application process. Family Connection is linked with Counselor's Office, which we use to track and analyze data about college and career plans, write letters of recommendation and process transcript requests.

Your subscription to Family Connection allows you to:

- **Build your resume** – Start recording activities, awards, and honors that are critical in your college application process.
- **Research colleges** – Get GPA, SAT/ACT, and other college admissions requirements
- **Gather career information** – Find out what the entry level requirements are for jobs and what skills are necessary for various occupations as well as get an idea about hiring practices in various occupations.
- **Stay informed** – Receive communication from the school relative to programs that will help you make good decisions regarding future goals.
- **Conduct a college search** – Find the perfect college based on you individual criteria.
- **Research scholarship and financial aid information** – Research various kinds of scholarship/financial aid opportunities. TWHS maintains an extensive list of scholarship opportunities that is updated constantly. All scholarship applications can be downloaded from Family Connection or there will be a link for all online applications. Scholarships can be merit or need based or both. All are listed on Family Connection.
- **Sign up for college visits** – Find out which colleges are visiting our school and sign up to attend those sessions. Area information sessions and college open houses are also listed in the college visit schedule.
- **Keep track of the college application process** – Build a resume, complete on-line surveys, and manage timelines and deadlines for making decisions about colleges and careers.
- **Request transcripts** – for college applications and/or athletics. All requests for transcripts are generated through Family Connection. Just click on the “transcripts” button.
- **Test Prep Center** – Access a free online test prep course through Family Connection.
- **Research Summer Programs and Internships** – You can investigate different summer enrichment activities.

Bookmark the link to Family Connection:

<http://connection.naviance.com/thewoodlands>

Remember:

Your user name is your email address. If you ever lose or forget your password, click where it says “forgot password” to have a temporary password emailed to you.

Frequently Asked Questions

Where can I find the colleges that will be visiting TWHS?

Log on to your Family Connection account and click on the college tab. Then click on “view all upcoming college visits” to preview the college visit schedule.

How do I sign up to visit a college admissions counselor at TWHS?

- ~ Log on to your Family Connection account. Remember to sign up on the student account, NOT the parent account!
- ~ Click on the colleges tab.
- ~ Click on view all upcoming college visits.
- ~ Locate the event you want to attend, and then click on sign up.
- ~ Read the details, and then click on sign me up.

Print out the confirmation page because you will use it as your pass for the college visit. You must have your teacher sign the pass to allow you to go to the college visit. You are responsible for any missed class work.

How do I send a transcript?

- **Official transcript** requests are made on Family Connection.
 - Log on to your Family Connection account.
 - Click on the “colleges” tab.
 - Click “transcripts” on the left menu bar.
 - Select the appropriate option and click to make your request.
 - Allow five school days for processing.
- **Unofficial transcript** requests are made in the College and Career Center directly with the secretary/transcript clerk, Ms. Bonnie Graham. There is a \$1.00 fee payable when you make the request. Please allow at least 24 hours for processing.

How do I know when my transcript was mailed?

Log on to your Family Connection account and click on the colleges tab.

Click on transcripts on the left menu bar.

Click on the option that says view the status of my transcript requests. You will see the date the transcript was mailed.

I got a letter from my college that said they do not have my transcript. What do I do?

Log on to Family Connection to check the status of your transcript request. (See “How do I know when my transcript was mailed” above). Colleges can take up to 3 weeks or more to process transcripts, so you must allow sufficient time for processing especially during peak application times.

Where do I find scholarship information?

Log on to Family Connection and click on the colleges tab. Then click on “scholarship list” to get scholarship information. You can download scholarship applications directly from Family Connection or the scholarship website. There will be a link for all applications that must be completed online. Follow the instructions on each application regarding the requirements and deadlines.

Visiting College Representatives at TWHS

College representatives routinely visit The Woodlands High School to discuss admissions requirements, campus life and other information relative to the college. Students are encouraged to meet with the college representatives of their choice, but must remember to make up any missed class work. The college visits are in the College and Career Center unless otherwise noted.

Colleges visiting TWHS are listed on the Family Connection website and continuously updated. Students must sign up for college visits on Family Connection. Follow these instructions to sign up for a college visit:

- ~ Log on to Family Connection account. You must sign up on your student account, NOT the parent account!
- ~ Click on the colleges tab.
- ~ Click on view all upcoming college visits.
- ~ Locate the event you want to attend, and then click on sign up.
- ~ Read the details, and then click on sign me up.

Print out the confirmation page because you will use it as your pass for the college visit. You must have your teacher sign the pass to allow you to go to the college visit. You are responsible for any missed class work.

Many colleges also schedule area information sessions, which are typically held in the evenings or on a weekend at a location in the Houston area. This information is posted on Family Connection as well. Also posted for your convenience are College Preview Days. Remember, college admissions counselors are eager to meet with you to discuss their colleges. They provide information regarding college programs, extracurricular activities, dorms, cafeteria food, as well as admission policies, financial aid and scholarship opportunities.

Questions You Might Want to Ask During a College Visit

1. What is the profile of students accepted to this college? What is your acceptance rate?
2. What percentage of freshmen return for the next year? How long does it take the average student to graduate?
3. What kind of assistance do you provide to help students find a job when they graduate?
4. How many students go on to graduate school?
5. Are freshmen required to live on campus? How many upperclassmen stay on campus? Are there campus apartment houses?
6. How are the dorms set up? Do you have suites or individual rooms? How many people share a living space? Do you have theme dorms? Is housekeeping provided? Are the rooms networked for high-speed internet? Is there an additional fee for the internet?
7. Do you have sororities/fraternities? What percentage of students pledge? Do you have fraternity/sorority housing? What is the alcohol policy? What is the smoking policy?
8. What is the male/female student ratio? What states do most students come from? What are campus politics like? How does the local community feel about the college students?
9. Are there opportunities for study abroad? For research? For work-study? For co-op? Internships?
10. Is preference given to children of alumni?
11. What kinds of merit scholarship opportunities are available?
12. What is a typical weekend like?

2011-2012 TWHS PROCEDURES FOR COLLEGE AND SCHOLARSHIP APPLICATIONS

Please make sure that you are thoroughly familiar with the following procedures. Ask your guidance counselor if you have any questions or need help.

TRANSCRIPTS: Official or Unofficial

Official transcripts are signed and sealed by the registrar and mailed by The Woodlands High School. Official transcripts are *never* given directly to students or parents. All official transcripts have the student's class rank and GPA. NOTE: Transcripts DO NOT include college admissions test scores. Your scores must be sent to your colleges directly from the testing agencies.

Unofficial transcripts are copies of the official transcript with no signature or seal.

HOW TO REQUEST A TRANSCRIPT

- **Official transcript** requests are made on Family Connection.
 - Log on to Family Connection (must be student NOT parent account)
 - Click on the "colleges" tab.
 - Click "transcripts" on the left menu bar.
 - Select the appropriate option and click to make your request.
 - Allow five school days for processing.
- **Unofficial transcript** requests are made in the College & Career Center with the secretary/transcript clerk, Mrs. Bonnie Graham. There is a \$1.00 fee. You must allow at least 24 hours for processing.

REQUESTING COUNSELOR LETTERS OF RECOMMENDATION

- Log on to Family Connection and complete your Student Brag Sheet and Resume. (Click on "about me" and then click on the appropriate links.) You may complete the Activity Sheet in addition to the resume if desired. The activity sheet is in the document library on Family Connection (on home page). The more information you provide the counselor, the better evaluation he/she can write.
- Parents must complete the Parent Brag Sheet on Family Connection. (Parents must log onto the parent account on Family Connection.)
- Print out Student Brag Sheet, Parent Brag Sheet and your resume. NOTE: Brag Sheets are in "survey history" on Family Connection after you complete them.
- Fill out an APPLICATION TRACKING FORM. You can get Application Tracking Forms on Family Connection (look in "document library") or in the College & Career Center.
- Take all college forms that need to be completed to the College and Career Center (Room 254) no later than **15 school days prior to your application deadline**. Counselors pick up forms daily from the College & Career Center.
- Turn in the forms in this order:
 - Application Tracking Form (this is your cover page)
 - Counselor Form(s) or Secondary School Report (or whatever the counselor needs to complete)
 - Student Brag Sheet*
 - Student Resume (and Activity Sheet if desired)*
 - Parent Brag Sheet*
- Log on to Family Connection and add your college where it says "colleges I'm applying to."
- Print the list of colleges and attach to your tracking form. This will serve as your log in for the College & Career Center.
- If you have not requested your transcript, log on to Family Connection to request it.

**These items need to be submitted only one time. Your counselor will keep them on file.*

FEES

TRANSCRIPTS:

- **All official transcripts will be mailed by The Woodlands High School.** The first 3 official transcripts are provided at no charge to the student.
- There is a \$3.00 fee for each transcript after the first three (3).
- The transcript clerk will collect fees for all unpaid transcript charges.
- The fee for each unofficial transcript is \$1.00 payable at the time you request the unofficial transcript. You may make copies of your unofficial transcript if desired.

COLLEGE APPLICATIONS:

- The first 5 college applications will be processed at no charge to the student.
- Beginning with the 6th application that requires your counselor to complete anything (i.e. recommendation, Secondary School Report, rank verification) the processing fee is \$20.00 per application.
- The processing fee must be turned in with the Application Tracking Form. **NOTE:** Applications will not be processed until the fee is paid. A check or a money order made out to TWHS or cash is acceptable. Credit cards are not accepted.

SCHOLARSHIP APPLICATIONS:

- There are no processing fees for scholarship applications, but transcript fees may apply.

College Visits

- ~ Log on to Family Connection account. You must sign up on your student account, NOT the parent account!
- ~ Click on the colleges tab.
- ~ Click on view all upcoming college visits.
- ~ Locate the event you want to attend, and then click on sign up.
- ~ Read the details, and then click on sign me up.

Print out the confirmation page because you will use it as your pass for the college visit. You must have your teacher sign the pass to allow you to go to the college visit. You are responsible for any missed class work.

Scholarship Information

Log on to Family Connection and click on the colleges tab. Then click on “scholarship list” to get scholarship information. You can download scholarship applications directly from Family Connection or the scholarship website. Follow the instructions on the application regarding submitting the application.

WHAT YOU NEED TO KNOW ABOUT TWHS DEADLINES

- All applications that require a counselor recommendation, Secondary School Report (SSR) or applications with a counselor section or counselor signature must be registered in the College and Career Center **at least fifteen (15) school days** before the official application deadline. Counselors establish priorities based on application deadlines as well as the dates the materials are turned in.
- All initial requests for counselor recommendations must be accompanied by an Application Tracking Form along with a printed copy of the Student Brag Sheet and resume. The Student Brag Sheet and resume are completed online on your Family Connection account. You must also include the document(s) from the application that the counselor needs to complete. Please make sure to sign and date the documents if required. You must also submit any additional materials that your counselor may require.
- Subsequent requests for counselor recommendations should be accompanied by an Application Tracking Form along with the document(s) that your counselor needs to sign or complete.
- Pay close attention to school holidays and deadlines that occur during winter and spring break. **The deadline to request recommendations due December 15 – January 15 is November 16, 2011.**
- Please note: Counselors are not in the office during the holidays.
- Transcript requests should be made NO LATER THAN five (5) school days prior to the official deadline.

Please use the calendar below to submit your request for counselor or teacher recommendations.

| <i>If your application is due on:</i> | <i>You must submit documents to your counselor or teacher no later than:</i> |
|---------------------------------------|--|
| October 15 | September 23 |
| November 1 | October 10 |
| November 15 | October 24 |
| December 1 | November 2 |
| December 15 – January 15 | November 16 |

It is important that you follow deadlines. Your counselors are anxious to help you get into the college of your choice, but they must have sufficient time to write good recommendations. They cannot guarantee that they will be able to process your applications to meet the deadline if you turn in your requests after the dates listed above.

NEED HELP WITH YOUR COLLEGE APPLICATION?

Application Help Sessions are scheduled in the College & Career on the dates and times below. Bring your college application user name and password to the College & Career Center to get help with your application.

October 4 - Application Help Session #1, College & Career Center, 5:30 – 7:30pm
October 25 - Application Help Session #2, College & Career Center, 5:30 – 7:30pm
November 7 – Application Help Session #3, College & Career Center, 5:30 – 7:30pm
November 29 – Application Help Session #4, College & Career Center, 5:30 – 7:30pm

Texas A&M University Application Help Sessions: September 21, 2011, 10:30am – 1:30pm

TAMU Admissions Counselor will be here to assist and answer questions. Be sure to bring your user name and password with you to get help.

TAMU Session 1: 10:30 – 11:00am
TAMU Session 2: 11:00 – 11:30am
TAMU Session 3: 11:30 – 12:00pm
TAMU Session 4: 12:00 – 12:30pm
TAMU Session 5: 12:30 – 1:00pm
TAMU Session 6: 1:00 – 1:30pm

Remember, YOU MUST SIGN UP TO ATTEND an application help session. Sign up in the College Visit section on Family Connection. Bring your application user name and password so that you can access your application.

Follow the instructions below to sign up for an Application Help Session.

To sign up for a College Application Help Session:

- ~ Log on to Family Connection. Remember to sign up on the student account, NOT the parent account!
- ~ Click on the colleges tab.
- ~ Click on view all upcoming college visits.
- ~ Locate the event you want to attend, and then click on sign up.
- ~ Read the details, and then click on sign me up.

Please go to the College & Career Center if you need help.

REQUESTING TEACHER LETTERS OF RECOMMENDATION

- Ask your teacher to write a recommendation for you.
- Complete a ***Teacher Recommendation Request Form**** for every teacher that you want to write a recommendation. You can get the Teacher Form on Family Connection (click on document library on the home page) or you can get one in the College & Career Center.
- Give your teacher **at least 15 school days prior to the application deadline.**
- Teachers will mail college admissions recommendations directly to the college, and teachers should be directed to send Scholarship Recommendation Letters to the College & Career Center (Room 254). Be sure to clearly indicate where the teacher letters should go on the Teacher Recommendation Request Form.
- Write a thank you note to each teacher you've asked to write a recommendation.
- Follow up with the teacher to make sure the letter has been sent as per request.

TEACHER RECOMMENDATION REQUEST FORM

STUDENTS:

- Complete this form and give it to your teacher **at least 15 school days before deadline.**
- For **College Applications**, provide your teacher with a stamped addressed envelope as well as any forms required by the college. NOTE: The return address should be:
 The Woodlands High School
 6101 Research Forest Drive
 The Woodlands, TX 77381
- For **Scholarship Applications**, provide your teacher with any forms required by the specific scholarship.

TEACHERS:

- **Please mail the college recommendation letter(s) directly to the college, and send scholarship recommendation letters to the College & Career Center (Room 254).**

Student's Name _____

Email Address _____

Teacher's Name _____ Today's Date _____

Thank you for agreeing to write this letter of recommendation. I think you are a teacher who knows me well and who can accurately evaluate my potential for academic success in college. This information may be helpful to you as you write the recommendation for the following schools/scholarships.

| Name and Address of School or Scholarship | Official Deadline |
|---|--|
| | Date Due _____ Check one: Postmark date _____ Received by date _____ |
| | Date Due _____ Check one: Postmark date _____ Received by date _____ |
| | Date Due _____ Check one: Postmark date _____ Received by date _____ |
| | Date Due _____ Check one: Postmark date _____ Received by date _____ |

STUDENTS: If you have already submitted this form to the same teacher, it is not necessary to complete the information below, unless you wish to change or give additional information.

1. I think my academic strengths are....
 - a.
 - b.
 - c.
2. I think my personal strengths are....
 - a.
 - b.
 - c.

3. My most memorable academic experiences in your class were....
 - a.
 - b.
 - c.

4. The most important things I learned in your class were....
 - a.
 - b.
 - c.

5. I am considering the following college majors because....
 - a.
 - b.

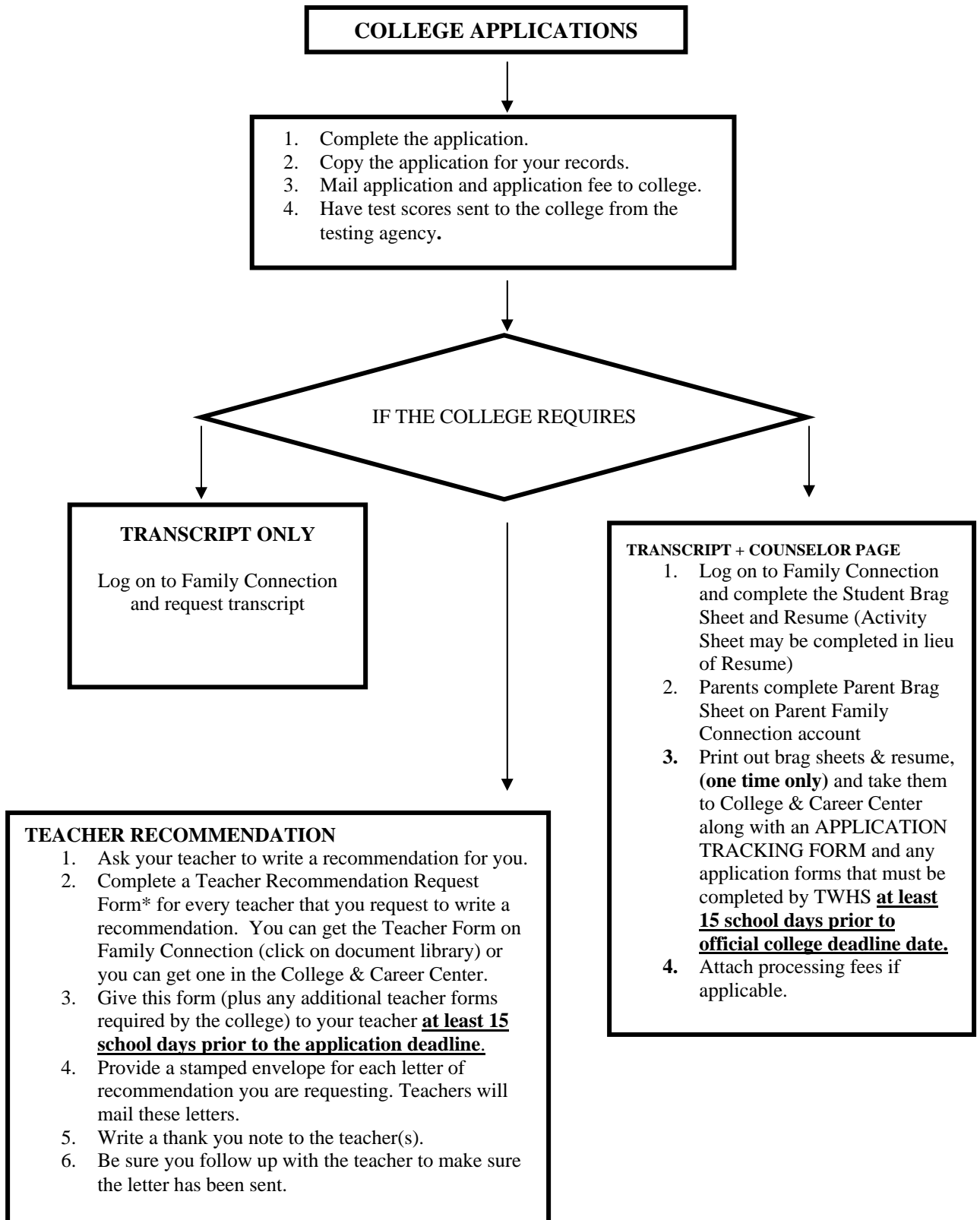
6. Things I would like the college admissions and/or scholarship committee to know about me are....
 - a.
 - b.
 - c.
 - d.

7. The specific things I hope you will discuss in this letter are....
 - a.
 - b.
 - c.

8. Additional information that might be helpful....
(You may attach a resume to this form if you wish. But remember that the teacher recommendation will focus on you as a student in this teacher's classroom.)

Again, thank you. I know this is a big time commitment. I appreciate it.

SUBMITTING COLLEGE AND SCHOLARSHIP APPLICATIONS



SCHOLARSHIP APPLICATIONS

1. Complete the scholarship application.
2. Copy the application for your records.
3. If nothing is required from the school, mail application to scholarship agency or submit as directed on scholarship application.

IF THE SCHOLARSHIP APPLICATION REQUIRES

- TRANSCRIPT ONLY**
1. Log on to Family Connection and request transcript

COUNSELOR SECTION

- TEACHER RECOMMENDATION**
1. Ask your teacher to write a recommendation for you.
 2. Complete a Teacher Recommendation Form* for every teacher that you request to write a recommendation. You can get the Teacher Form on Family Connection (click on document library) or you can get one in the College & Career Center.
 3. Give your teacher **at least 15 school days prior to the application deadline.**
 4. Scholarship Recommendation Letters should be turned in to the College & Career Center, so make sure your teachers knows this.
 5. Write a thank you note to the teacher(s).
 6. Be sure you follow up with the teacher to make sure the letter has been sent as per request.

- If counselor has previously written a recommendation for you, or if application does not require a letter:
1. Complete Application Tracking Form and check if you need a letter of recommendation if one is needed.
 2. Return completed scholarship application and all attachments to College & Career Center **at least 5 school days prior to deadline.**
 3. Log in scholarship on Family Connection and print out FC scholarship application page.
 4. Entire application will be mailed by TWHS.

- If application requires a counselor letter and your counselor has **not** previously written one.
1. Log on to Family Connection and complete the Student Brag Sheet and resume. The Activity Sheet may be completed in lieu of the resume if desired.
 2. Parents complete Parent Brag Sheet on Parent's Family Connection account.
 3. Print brag sheets and resume, and take them to the College & Career Center along with an APPLICATION TRACKING FORM and any application forms that must be completed by TWHS **at least 15 school days prior to the application deadline.**
 4. Log in scholarship on Family Connection.

Application Tracking Form (please PRINT)

Today's Date _____

Student's Name _____ Phone _____

Email _____

Student ID # _____ Graduating Class of _____

This request is for (check one):

_____ College application _____ Scholarship application

Have you submitted your application? _____ YES _____ NO
If no, when will you your application _____

Check what you need:

_____ Transcript
All transcripts must be requested on Family Connection. Please allow 5 school days for transcript to be processed.

_____ Counselor Signature/Counselor Section

_____ Secondary School Report/Counselor Recommendation Letter
Student and Parent Brag Sheets must be completed on Family Connection for this request. Print and attach copies of Brag Sheets and resume to this form. Allow 15 school days for processing.

Should teacher recommendations accompany this application? _____ YES _____ NO

If you answered YES to the question above, please indicate from whom you requested teacher recommendations:

Do you need anything else? _____ YES _____ NO

If yes, please explain _____

Where should this application be mailed?

Name of College/Office / or Scholarship _____

Address _____

City/State/ZIP _____

OFFICIAL Application Deadline _____ _____ Postmark _____ Received By

Please indicate alternate deadline date if you are requesting an earlier deadline _____

Explain why you are requesting an earlier deadline _____

This section is for TWHs Office Use Only

Letter School Form Schedule Other Entered in Counselor's Office by _____

Notes: