

2023-2024

THE WINSTON SCHOOL SAN ANTONIO

JUNIOR HANDBOOK



PREPARED BY
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“The future depends on what you do today.” - Mahatma Gandhi



2022-2023

JUNIOR YEAR TIMELINE

THROUGHOUT THE YEAR

- Research careers and colleges (will introduce in a College & Career Prep project)
- Research scholarships:
 - www.raise.me
 - www.fastweb.com
 - www.bigfuture.collegeboard.org
 - college websites
 - community organizations
- Begin and keep up with a list of extracurricular activities, awards, and community service (to be used for creating your resume)

OCTOBER - **PSAT:** October 17 & 19 (dates depend on accommodations)

NOVEMBER - FEBRUARY

- **USE PSAT RESULTS TO GUIDE TEST PREP:**
 - You can connect your PSAT scores to Khan Academy for free, personalized test prep: **CLICK HERE** for instructions
 - An optional after-school test prep program will offered from February to April

FEBRUARY - MAY

- **TAKE FIRST ACT/SAT:**
 - Students should take their first SAT and/or ACT in the Spring
 - ACT will be offered in February and April
 - SAT will be offered in March or April (TBD)
- **USE FIRST TEST SCORES FOR FURTHER PREP & RETEST:**
 - ACT Retest Opportunities: June, September
 - SAT Retest Opportunities: October

*Reminders will be sent regularly to students and parents. **Students, it is your responsibility to make sure that requirements and deadlines are met.***

ACT INFO & REGISTRATION DEADLINES

HOW TO REGISTER:

1. Visit www.ACT.org

- If you have not tested before, you will need to create an account.
- DO NOT use your Winston email address to set up the account.

2. Begin registration

- Select "yes" when asked if you are a student who needs accommodations.
- You **MUST** select the "special testing" option to enable Mrs. Schexnyder to request accommodations.
- Complete registration and payment
- Forward Mrs. Schexnyder the email that you will receive about accommodations.

REGISTRATION DEADLINES

<u>ADMINISTRATION</u>	<u>DEADLINE</u>
-----------------------	-----------------

February 13-16, 2024	January 5
April 23-25, 2024	March 1
June 11-14, 2024	May 3

****On-campus testing is dependent on approved accommodations.****

Mrs. Schexnyder will request your accommodations, based on recommendations from the testing office, and will inform you when ACT releases a decision.

SAT SCHOOL DAY INFO & REGISTRATION DEADLINES

HOW TO REGISTER:

- *Mrs. Schexnyder will email information about the SAT School Day before each administration.*
- *To register, you will complete the form included in the email and Mrs. Schexnyder will register you for the exam.*

INFORMATION:

- *At Winston, we offer the SAT through the SAT School Day program. This guarantees that all students will be able to test on-campus.*
- *For this reason, SAT exams through the National Testing program will not be certified to be taken at Winston.*

REGISTRATION DEADLINES

<u>ADMINISTRATION</u>	<u>DEADLINE</u>
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The SAT is going digital, so test dates and deadlines will be released upon receipt of information from The College Board.

The length of the test is determined by approved accommodations. Accommodations will be requested based on recommendations from the Testing Office. Mrs. Schexnyder will inform you when the decision on your accommodation request is received.

COLLEGE & CAREER PREP COURSE

The purpose of the WSSA College & Career Prep course is to help students develop the skills that they need to be successful in life after Winston.

LEARNING GOALS:

- Goal-Setting
- Self-Advocacy
- Career Exploration & Planning
- College Exploration & Planning
- Budgeting & Banking



COURSE OUTLINE:

- Goal-Setting & Learning Styles
- Self-Identification
- Career Exploration
- College Exploration
- "Adulting" - Banking, Budgeting, & Other Life-Skills
- Job Application Preparation
- College Admission Essays

EXPECTATIONS FOR STUDENTS:

- Students will take responsibility for their own learning.
- Students will advocate for themselves and ask questions/for help when needed.
- Students will complete and turn-in assignments and projects on time.
- Students will recognize that their grade will reflect the amount of effort put into their assignments and projects.



COLLEGE FAIRS & VISITS

COLLEGE FAIRS:

- Before you go, find out what colleges will be at the fair and make a list of those that you would like to speak to.
- Make a list of questions that you have.
- Make sure to bring a pen, paper, and a bag for brochures.
- Make sure that you have a professional-sounding email address to give to colleges.
- Visit a few booths for colleges that you've never heard of. You may stumble upon a school that surprises you!
- When you get home, think about which colleges really stood out and why.
- Save any business cards that you collected so that you can contact the admission representatives later on.
- Organize your materials and discard any brochures from colleges that you've ruled out.
- Visit the websites on those schools that really stood out. If you're still interested, it may be time to visit the campus!

COLLEGE VISITS:

- Most colleges have a website where you can set up tours.
- When scheduling a tour, ask if you can tour a residence hall.
- Before your visit, contact disability services to request a meeting so you can talk to them about what you need to do to qualify for accommodations.
- While visiting, eat in the dining hall and talk to current students to get a true sense of life on the campus.
- Talk to the tour guide about students activities on campus and things to do for students in the surrounding area.
- Suggested questions to ask on a tour:
 - What do students do here for fun?
 - What types of student organizations are there on campus?
 - Which residence hall do you suggest for a first-year student?
 - Do you find the student health center and the counseling center helpful?



HIGH SCHOOL VS. COLLEGE

- > Your time is usually structured by others
- > You can count on parents and teachers to remind you of your responsibilities and to guide you in setting priorities
- > Teachers remind you of your incomplete work
- > Teachers have been trained in teaching methods to assist in imparting knowledge to students
- > Teachers often take time to remind you of upcoming assignments, tests, and due dates
- > Testing is frequent and covers small amounts of information. Test reviews are typically provided
- > Consistently good homework and participating grades can "save" you if your test/essay grades are not strong
- > Guiding principle: "Effort Counts". Courses usually reward "good faith effort"

- You manage your own time
- Guiding Principle: You are old enough to take responsibility for what you do and don't do as well as the consequences of your decisions
- Professors may not remind you of your incomplete work
- Professors are experts in their field and may not have training in teaching methods and best practices
- Professors expect you to read and follow the course syllabus to remember assignment due dates and exams
- Testing is less frequent and covers large amounts of information. You are responsible for creating your test review
- Test and essay grades usually count for the majority of the course grade. In fact, some courses do not have homework grades
- Guiding Principle: "Results count". Though effort is important, it will not substitute for results in the grading process

IDEA VS. ADA

> Individuals are entitled to a free and appropriate education in the "least restrictive environment"

> Services are automatically provided to the student by the school

> Counselor advocates on behalf of students and assist with development of accommodations plan

> Teachers receive a copy of accommodations plan and specific information about disability

> Teachers will sometimes give leniency in grading to help student "move on"

> Educational/psychological testing is provided by the school/district

Students compete for admission and must be "otherwise qualified" to enter college, without consideration of disability

Services are provided by the school IF the student seeks them out

Students advocate - No accommodations plan is created, but an outline of approved accommodations is provided

Professors are given outline of accommodations, but not specific information about disability

Students with disabilities are graded by the same standard as other students

Students are responsible for making sure that their testing is up-to-date

Law of Entitlement
Guarantees **SUCCESS**

Civil Rights Law
Guarantees **ACCESS**

DEFINITIONS OF ADMISSION TYPES

NON-RESTRICTIVE APPLICATION TYPES

Students are not restricted from applying to other institutions and have until May 1 to consider options and confirm enrollment.

Regular Decision: Students submit an application by a specific date and receive a decision in clearly stated amount of time.

- *COMMITMENT*: non-binding

Rolling Admission: Institutions review applications as they are received and send admission decisions throughout the admissions cycle (usually within 4-6 weeks of submitting application).

- *COMMITMENT*: non-binding

Early Action: Students apply early and receive a decision well before the institution's regular response date.

- *COMMITMENT*: non-binding

RESTRICTIVE APPLICATION TYPES

These plans have restrictions or are binding. Students are responsible for researching and following restrictions.

Early Decision: Students make a commitment to their first-choice institution where, if admitted, they **MUST** enroll. The application deadline occurs early (usually October 15 or November 1).

- *COMMITMENT*: **BINDING**

Restrictive Early Action: Students apply early and receive a decision early. They may be restricted from applying ED, EA, or REA at any other institutions. If admitted, they have until May 1 to decide on enrollment.

- *COMMITMENT*: non-binding

WHICH COLLEGE ADMISSION PROCESS BEST SUITS YOU?

COLLEGE APPLICATIONS FOR STUDENTS WITH LEARNING DIFFERENCES

DISCLOSURE

There is no reason not to disclose that you have a learning difference. In fact, that information may help colleges get a better overall picture of you as a student. Talking about how you have navigated high school with a learning difference can even be a positive aspect of your application!

DOCUMENTATION

As a general rule, you will not send your diagnostic testing and accommodation plan to colleges along with your application (except in certain circumstances, i.e. Schreiner). Most students will need to send/take their testing and accommodation plan to the school when they schedule a meeting with the college's disabilities services office. Your testing and accommodation plan should be current, usually within three years of applying.

THE ESSAY

College admission essays may require more work for students with learning differences than for others. Working hard on this essay and getting it to where you want it to be is *totally* worth it, though! Students who want to make their learning differences known prior to admission may find that the essay is a good place to address your challenges and the strategies you've learned to help you navigate your education.

EXTRA APPLICATIONS

Colleges with structured programs for students with learning differences may require separate applications for admissions and the learning services program. These applications usually ask students to explain the services they receive in high school. They are also (typically) asked to write an essay articulating their strengths and weaknesses and their general learning style. The application, essay, testing, and (sometimes) an interview can help the school decide if the student would benefit from the service.

CAREER-BASED POST-SECONDARY OPTIONS

TRADE SCHOOLS

A trade school is a post-secondary educational institution designed to train students for a specific job in a skilled trade career through hands-on learning.

- Plumbers
- Electricians
- Heating/Air Conditioning
- Cosmetology
- Automotive Mechanics

MILITARY

There are many benefits to joining the military including skill development, job training, competitive pay, money for college education, leadership opportunities, retirement benefits, etc.

Military members can use benefits like the GI Bill, on-base college campuses, post-graduate scholarships, etc.

BRANCHES OF THE MILITARY

- Army & Army Reserve: The dominant land power - guards U.S. installations and properties throughout the world
- Air Force & Air Force Reserve: The nation's source of air and space power
- Marine Corps & Marine Corps Reserve: Known as the nation's rapid-reaction force
- Navy & Navy Reserve: Secures and protects the oceans around the world
- Coast Guard & Coast Guard Reserve: Conducts rescues, law enforcement, and drug prevention on domestic waterways
- Air National Guard: A separate reserve force of the U.S. Air Force
- Army National Guard: An elite group of soldiers who dedicate a portion of their time to serving the country - each state has it's own Guard

ON AVERAGE, INDIVIDUALS WHO HAVE COMPLETED POST-SECONDARY EDUCATION OR JOB-TRAINING EARN 28% MORE THAN A HIGH SCHOOL GRADUATE.

TIPS FOR SUCCESSFUL SCHOLARSHIP APPLICATIONS

APPLY FOR EVERYTHING YOU CAN

COMPLETE APPLICATIONS IN FULL

FOLLOW DIRECTIONS PRECISELY

LEAVE AN IMPRESSION WITH YOUR ESSAY

ASK FOR HELP IF YOU NEED IT

MAKE A COPY OF THE APPLICATION

REVIEW BEFORE YOU SUBMIT

DON'T MISS THE DEADLINE!

WATCH YOUR EMAIL FOR UPDATES

Scholarship Search Websites

www.fastweb.com

www.scholarships.com

www.appily.com

SAMPLE RESUME - COLLEGE



High School Student Sample Resume (for College)

FirstName LastName

6 Pine Street, Arlington, VA 12333

home: 555.555.5555

cell: 566.486.2222

email: phjones@vacapp.com

Education

Arlington High School, Arlington, Virginia
2006 – 2010

Experience

Sales Associate, The Retail Store

June 2008 – Present (# of hours per week)

- Maintain and restock inventory.
- Provide customer service.
- Operate computerized cash register system.

Child Care

2007 – Present (# of hours per week)

- Provide child care for several families after school, weekends and during school vacations.

Pet Sitter

2006 – 2008 (# of hours per week)

- Provide pet sitting services including dog walking, feeding and yard care.

Achievements

- National Honor Society: 2008, 2009, 2010
- Academic Honor Roll: 2006 - 2010

Volunteer Experience

Big Brother / Big Sisters (# of hours)

Arlington Literacy Program (# of hours)

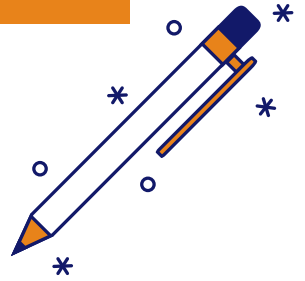
Run for Life (# of hours)

Interests / Activities

- Member of Arlington High School Tennis Team
- Girl Scout
- Piano

ApplyTexas and Common App have portions of their applications where you can enter this information.

SAMPLE RESUME - CAREER



High School Student Sample Resume (for Career)

FirstName LastName

6 Pine Street, Arlington, VA 12333

home: 555.555.5555

cell: 566.486.2222

email: phjones@vacapp.com

Education

Arlington High School, Arlington, Virginia

2006 – 2010

Experience

Sales Associate, The Retail Store

June 2008 – Present

- Maintain and restock inventory.
- Provide customer service.
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- Provide child care for several families after school, weekends and during school vacations.

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- Provide pet sitting services including dog walking, feeding and yard care.

Achievements

- National Honor Society: 2008, 2009, 2010
- Academic Honor Roll: 2006 - 2010

Volunteer Experience

- Big Brother / Big Sisters
- Arlington Literacy Program
- Run for Life

Computer Skills

- Proficient with Microsoft Word, Excel, and PowerPoint, and Internet

Other Skills: *optional section*

- Other languages spoken
- Trainings, certifications, etc.

Google Docs has great templates to use to make your resume more aesthetically pleasing.

AVOID THESE

RESUME MISTAKES

SPELLING/GRAMMAR MISTAKES

You don't gain anything by getting these things right, but you can lose a lot by getting them wrong. Use spell-check but don't solely rely on it. It won't catch everything, so make sure to review your resume and even have someone else review it too.

TOO DUTY-ORIENTED

Your resume should not repeat buzzwords in the job description. It should highlight your accomplishments and extra skills.

INNACCURATE OR MISSING CONTACT INFO

The main reason for submitting a resume is to get a phone call for an interview. How can someone contact you if your information is inaccurate or missing? Be sure that your resume has your name, phone number, email address, and street address listed.

LONG RESUMES OR PARAGRAPHS

Hiring managers read a lot of resumes, so if yours is too long, they will skip over it. Format your resume to focus on the skills and accomplishments that apply to the job you are applying for and keep it concise.



AVOID THESE INTERVIEW FASHION BLUNDERS

LET THEM SEE YOU, NOT SMELL YOU

When it comes to perfume or cologne, less is best. Make sure that you have showered and smell fresh, but not like a flower garden or pine forest.

YOU DON'T NEED TO BE "INSTA" READY

An interview is a great time to show off your "no-makeup" makeup skills. Wearing too much makeup can be distracting and look unprofessional.

BUSY, BUSY, BUSY!

If you wear a printed shirt or dress, make sure that the print isn't too busy. Also, make sure that any jewelry you wear isn't too large or loud. You want the interviewer to be focused on you!

MESSY HAIR, DON'T CARE

Avoid "extreme" hairstyles and colors, bedhead, hair hanging in your eyes, and other "I don't care" looks. Make sure that your hair is washed and neatly styled to help you look your best.

THIS ISN'T THE CLUB OR THE COUCH

If you would wear an outfit for a night out or a day of binge-watching your favorite show, it's not the right outfit for an interview. Make sure that your clothes aren't too revealing and that you don't look more casual than the company's employees.



20 MOST COMMON

INTERVIEW QUESTIONS

- What are your strengths?
- What are your weaknesses?
- Why are you interested in working for us?
- Where do you see yourself in 5-10 years?
- What can you offer us that others can't?
- What accomplishment are you most proud of?
- Tell me about a time you made a mistake and how you fixed it.
- Tell me about a time that you worked with others.
- Why should we hire you?
- What are your salary requirements?
- Tell me about a time that you went above and beyond the requirements for a project.
- What motivates you?
- How do you handle pressure?
- Tell me about a time you solved a conflict or problem at work.
- Are you a leader or a follower?
- What are some of your leadership experiences?
- How would you deal with an upset client?
- Describe yourself.
- What would you like to accomplish in your first 30-60 days in this position?
- What questions do you have for me?

A MESSAGE FROM YOUR COLLEGE & CAREER COORDINATOR

You are embarking on a very exciting year! This year, you will be taking the College & Career Prep course, taking the PSAT, doing test prep, exploring careers and colleges, and taking the ACT or SAT. Your junior year is a busy year; one that is incredibly important. It is also the year that you are tasked with taking more responsibility for your own learning. This is the year that you really start preparing for YOUR life after Winston. No one can plan this for you. The great thing is, you have people around you who will help guide you in the right direction while giving you the tools you need to succeed. It's YOUR job to pick up those tools and use them. You can do this!

- Mrs.
Schexnyder



MRS. SCHEXNYDER'S CONTACT INFORMATION

- Email: tschexnyder@winston-sa.org
 - (best way to contact)
- Remind

THE WSSA HONOR CODE

"I will be honorable, respect my peers and myself, learn from my mistakes, strive for academic excellence, and serve my school and the community to the best of my ability."



*“Go confidently in the direction of your dreams.
Live the life you have imagined.”*
- Henry David Thoreau

