

I AM

(Name)

&

I AM ONE



10,000 *Degrees*[®]

JUNIOR YEAR WORKBOOK

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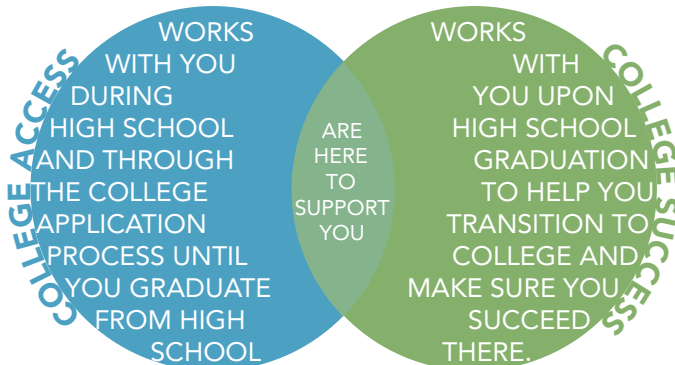


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JUNIOR YEAR TIMELINE

SEPTEMBER

- 10,000 Degrees Fall Junior workshop
- Group beginnings - Start meeting with 10,000 Degrees staff and other students (at least twice a month)

OCTOBER

- Take the PSAT – Sign-up at school (Test dates October 14th or October 28th)
- Make sure you are on track to satisfy UC/CSU A-G requirements if you plan to apply to any UCs or CSUs
- 10,000 Degrees Scholarship workshop

NOVEMBER/DECEMBER

- 10,000 Degrees parent night
- Create a college search website account: (collegedata.com, Collegeboard.com, californiacolleges.edu)
- Explore career interests

JANUARY

- Begin to investigate summer plans
- Plan to visit college campuses over winter and spring breaks
- Plan when will you take the ACT or SAT in the spring – registration deadlines are approximately one month before the test dates. (get fee waivers from 10,000 Degrees staff or school counselors)
- Take a course, attend workshops or practice on your own for the SAT or ACT

FEBRUARY

- Talk to your parents about financial need for college. Use FinAid.org if you need help
- Plan your senior year classes
- ACT test date this month
- 10,000 Degrees Winter Junior workshop

MARCH

- SAT test date this month
- SAT tutoring with Khan Academy

APRIL

- Narrow your list of colleges (collegedata.com Collegeboard.com californiacolleges.edu)
- ACT test date on the second Saturday
- 10,000 Degrees parent night

MAY

- Begin to identify teachers you can ask to write letters of recommendation
- SAT test date date on the first Saturday

JUNE

- By the end of June, have taken at least one ACT or SAT test (SAT II as well if required by colleges on your list)
- SAT test date on the first Saturday
- ACT test date on the second Saturday
- Register for NCAA if you want to play sports in college

SUMMER

- Meet with 10,000 Degrees staff to prepare for senior year
- Begin to work on college essay (finish at least a draft)
- Begin filling out Common Application
- Complete Student Personal Evaluation, "Brag Sheet," or Academic Resume
- Finish your college list

THE PORTFOLIO



DON'T WAIT until senior year to get it together!
We promise if you complete this list, you will have
a much smoother college application process

#GOALS
#JUNIOR YEAR

RECENT TRANSCRIPT
To determine A-G eligibility + potentially for scholarship applications

RESUMÉ
For job applications, summer programs, scholarships, etc.

EXTRACURRICULAR LOG
To input directly in your college & EOP applications

PERSONAL STATEMENT
FOR UC applications, EOP, the 10KD scholarship, & other scholarships

LETTERS OF RECOMMENDATION
For EOP, scholarships & other programs

YOUR COLLEGE LIST
For sending your test scores and being ready to apply!

Incentives



S.M.A.R.T. GOAL SETTING

make your goals **SPECIFIC**



ANSWER WHO/WHAT/WHEN/ _____

HOW WILL YOU REACH THIS GOAL? WRITE 3 ACTION STEPS YOU'LL TAKE

1. _____

2. _____

3. _____

make your goals **MEASURABLE**

I WILL KNOW I HAVE REACHED MY GOAL WHEN: _____

I WILL TRACK MY PROGRESS BY: _____

make your goals **ATTAINABLE**

ITEMS YOU'LL NEED:	PEOPLE THAT CAN HELP:	PLACES YOU CAN CARVE OUT TIME:
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____

make your goals **RELEVANT**

LIST ALL THE REASONS WHY YOU WANT TO ACCOMPLISH THIS GOAL:

make your goals **TIMELY**

I WILL REACH MY GOAL ON: ____/____/____

MY HALFWAY MEASUREMENT WILL BE _____

ON ____/____/____

LIST ADDITIONAL BENCHMARK DATES HERE (& PUT THEM IN YOUR PLANNER):

NOW PUT ALL THE COMPONENTS TOGETHER & STATE YOUR GOAL:

A-G REQUIREMENTS

A

HISTORY/SOCIAL SCIENCE

1YR OF WORLD HISTORY, CULTURES, & HISTORICAL GEOGRAPHY

AND

EITHER 1 YEAR OF U.S. HISTORY OR 1/2 YEAR OF U.S. HISTORY + 1/2 YEAR OF CIVICS OR AMERICAN GOV



B

ENGLISH COMPOSITION & LIT

*ESL ENGLISH CAN ONLY BE USED FOR ONE YEAR



C

MATHEMATICS

1 YEAR ALGEBRA
1 YEAR GEOMETRY
1 YEAR ALGEBRA II



D

LAB SCIENCE

1 YEAR BIOLOGY

AND EITHER 1 YEAR OF CHEMISTRY OR 1 YEAR OF PHYSICS



E

FOREIGN LANGUAGE

*MUST BE OF THE SAME LANGUAGE



F

VISUAL/PERFORMING ARTS



G

COLLEGE PREP ELECTIVE



FIND YOUR A-G SCHOOL-SPECIFIC LIST ONLINE AT:

[HTTPS://HS-ARTICULATION.UCOP.EDU/AGCOURSELIST#/LIST/SEARCH/INSTITUTION](https://hs-articulation.ucop.edu/agcourselist#/list/search/institution)

OR GOOGLE: "A-G COURSE LIST"

9TH GRADE

1ST SEMESTER

2ND SEMESTER

10TH GRADE

1ST SEMESTER

2ND SEMESTER

A

WORLD HISTORY	
	<input type="checkbox"/> HON <input type="checkbox"/> AP

WORLD HISTORY	
	<input type="checkbox"/> HON <input type="checkbox"/> AP

B

	<input type="checkbox"/> ADV <input type="checkbox"/> HON <input type="checkbox"/> AP

	<input type="checkbox"/> ADV <input type="checkbox"/> HON <input type="checkbox"/> AP

	<input type="checkbox"/> ADV <input type="checkbox"/> HON <input type="checkbox"/> AP

	<input type="checkbox"/> ADV <input type="checkbox"/> HON <input type="checkbox"/> AP

C

	<input type="checkbox"/> HON <input type="checkbox"/> AP

	<input type="checkbox"/> HON <input type="checkbox"/> AP

	<input type="checkbox"/> HON <input type="checkbox"/> AP

	<input type="checkbox"/> HON <input type="checkbox"/> AP

D

	<input type="checkbox"/> HON <input type="checkbox"/> AP

	<input type="checkbox"/> HON <input type="checkbox"/> AP

E

	<input type="checkbox"/> HON <input type="checkbox"/> AP

	<input type="checkbox"/> HON <input type="checkbox"/> AP

F

	<input type="checkbox"/> AP

	<input type="checkbox"/> AP

	<input type="checkbox"/> AP

	<input type="checkbox"/> AP

G

	<input type="checkbox"/> ADV <input type="checkbox"/> HON <input type="checkbox"/> AP

	<input type="checkbox"/> ADV <input type="checkbox"/> HON <input type="checkbox"/> AP

	<input type="checkbox"/> ADV <input type="checkbox"/> HON <input type="checkbox"/> AP

	<input type="checkbox"/> ADV <input type="checkbox"/> HON <input type="checkbox"/> AP

11TH GRADE

12TH GRADE

1ST SEMESTER

2ND SEMESTER

1ST SEMESTER

2ND SEMESTER

**U.S.
HISTORY**

**U.S.
HISTORY**

HON
 AP

HON
 AP

HON
 AP

HON
 AP

HISTORY/
SOCIAL SCIENCE
2YRS

ADV
 HON
 AP

ADV
 HON
 AP

ADV
 HON
 AP

ADV
 HON
 AP

ENGLISH
2YRS

HON
 AP

HON
 AP

HON
 AP

HON
 AP

MATH
3YRS
4REC.

HON
 AP

HON
 AP

HON
 AP

HON
 AP

SCIENCE
2YRS
3REC.

AP

AP

AP

AP

LOTE
2YRS
3REC.

HON
 AP

HON
 AP

HON
 AP

HON
 AP

ARTS
1YR

ADV
 HON
 AP

ADV
 HON
 AP

ADV
 HON
 AP

ADV
 HON
 AP

CP ELECTIVE
1YR

LEARNING STYLE QUIZ

GOAL: Determine how you learn best so you can find more effective study methods.

DIRECTIONS: Circle the best answer for each question.

1. If I have to learn how to do something, I learn best when I:

- a. Watch someone show me how.
- b. Hear someone tell me how.
- c. Try to do it myself.

2. When I spell, I verify accuracy by:

- a. Looking at the word to see if it looks correct.
- b. Sounding the word out in my head.
- c. Getting a feeling about the correctness of the spelling.

3. When asked to give directions, I:

- a. See the actual places in my mind as I say them or prefer to draw them.
- b. Have no difficulty giving them verbally.
- c. Have to point or move my body as I give them.

4. When trying to recall names, I remember:

- a. Faces more easily than names.
- b. Names more easily than faces.
- c. The situation or the meeting more easily than names or faces.

5. When I have to remember a list of items, I remember them best if I:

- a. Write them down.
- b. Repeat them over and over to myself.
- c. Move around and use my fingers to name each item.

6. When solving a problem, I:

- a. Write or draw diagrams to see it.
- b. Talk myself through it.
- c. Use and/or move objects to help me think.

7. When I am adding numbers, I verify my answer by:

- a. Looking at the numbers to see if they are correct.
- b. Counting the numbers in my head or out loud.
- c. Using my fingers to get a feeling if it is correct.

8. Before going to sleep at night, I appreciate that.

- a. The room is dark.
- b. The room is quiet.
- c. The bed feels comfortable.



& RESULTS

Write in how many of your answers was each of the following answer choices:

A _____ B _____ C _____

If you had **mostly A's**, then you are a **VISUAL LEARNER**

- Sit in the front of the class or meeting so you can see everything.
- Sketch course content. Even the simplest sketch can help you remember ideas.
- List your tasks - even ones you've completed - just to have the satisfaction of visually crossing out tasks.
- Write notes on your favorite colored sticky and post them around your room
- Additionally, write yourself encouraging notes and post them where you can see them.
- An uncluttered desk may help in clearing your mind and thus, help you study better.
- Create mind maps, flow charts, or other graphic organizers.

If you had **mostly B's**, then you are an **AUDITORY LEARNER**

- Tape record the class session and listen to it later for reference and repetition. It may also help if you listened to it casually while walking to class or before falling asleep.
- Read your textbook and notes aloud as you study. You could even record them as you do so.
- Teach yourself to read aloud in your mind. During exams, you'll be able to hear the questions as well as see them.
- Study with a partner or in a group. When studying with others, hearing what they say, and hearing yourself teaching them can reinforce your understanding of the material
- Proofread your assignments out loud.
- Listen to music while you study (instrumentals work great!)

If you had **mostly C's**, then you are a **TACTILE/KINESTHETIC LEARNER**

- Sit where you can actively participate in classroom discussions.
- Take note creatively. For instance, draw quick pictures in class that relates to the material you're being taught.
- Ask and answer questions before, during, and after class.
- Make models of concepts whenever possible.
- Move around when you are studying. For instance, you can simply walk around in your room while reviewing notes or reading a passage.
- Study with a whiteboard. Draw flowcharts, mindmaps, or main concepts and terminology.
- Make note cards and create sample tests that you can take for review.

TIP: Don't limit yourself to the study techniques suggested for your particular learning style. Read through all the tips, and underline ones you think might be helpful also!



STUDY SKILLS

TIME MANAGEMENT:

- 1 Wear a watch. It can help you be more mindful of time.
- 2 Use an organizer. Keep track of your commitments and deadlines.
- 3 Prioritize. You simply cannot do it all! Figure out what's most important and tackle those tasks first.
- 4 Eliminate time wasters. You'll be surprised how much time social media can take up!
- 5 leave buffer time. Have a plan, but realize that it **might change**.

There are 168 hours in a week. How much time do you spend doing these task per day?
(x7 to get weekly estimate)

Sleep: _____ hrs x7= + _____
 School: _____ hrs x7= + _____
 Work: _____ hrs x7= + _____
 ExtCurr: _____ hrs x7= + _____

Now subtract = _____
 this number from 168 ↗

That is the number of hours you have per week to get everything else done! Budget accordingly.

STUDY SKILLS TIPS:

- 1 Find a good location. It should be comfortable (but not to where you'll fall asleep!) A desk or table is best.
- 2 Make studying part of your routine. For example, commit to studying math for 30 mins everyday after 7th period.
- 3 Take Break. You can retain more info if you break up your sessions into smaller, more manageable chunks.
- 4 Keep up your motivation. Come up with a plan for what to do when you start feeling like you're burning out.

ONLINE RESOURCES

- khanacademy.com (All Subjects)
- cliffnotes.com (Literature)
- wolframalpha.com (Math)
- mathway.com (Math)
- studyblue.com (Flashcards)
- quizlet.com (Flashcards + Games)
- todoist.com (Task Manager)
- any.do (Task Manager)
- google.com/calendar (Calendar)
- slc.berkeley.edu/study-and-success-strategies (Lots of info!)



QUESTION SQ3R

SURVEY READ.RECITE.REVIEW.

SURVEY: skim through the material and take note of headlines, graphics, and pictures.

QUESTION: develop questions based on what you gathered from skimming.

READ: Actively read, keep your questions in mind.

RECITE: Answer your questions when done.

REVIEW: Review your answer/notes again.

PERSONAL WELLNESS



PHYSICAL BALANCE SOCIAL MENTAL

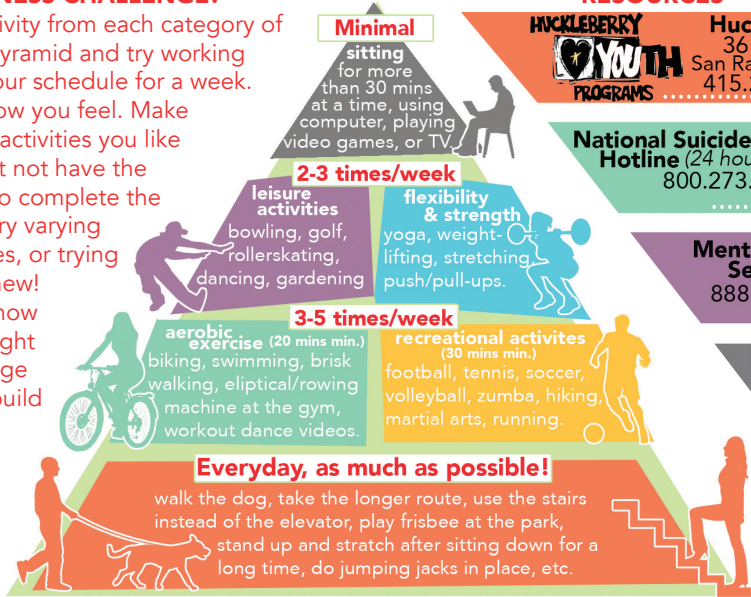
Your physical body is your foundation so take care of it! Do this by getting enough sleep (7-9 hours/night), maintaining a balanced and healthy diet, and getting a minimum of 30 minutes of physical exercise per day.

Mental health is your emotional and psychological well-being. It affects how you think, feel, and act. Being able to manage stress is crucial for maintaining good mental health. Some activities, like yoga, offer both physical and mental benefits. Find an activity that works for you. Make sure it's something you'll enjoy!

Social health is the last of the three fundamental and vital forms of health for a person. Social health is how you interact with other people as well as the consequences or benefits of such interactions. While heavily invested in personal health, social health also considers the interconnectedness of society.

FITNESS CHALLENGE!

Pick one activity from each category of the fitness pyramid and try working them into your schedule for a week. Then, see how you feel. Make sure to pick activities you like or you might not have the motivation to complete the challenge. Try varying your activities, or trying something new! You never know what you might like. Challenge yourself to build consistency with your workouts.



RESOURCES

Huckleberry Youth Programs
361 3rd St
San Rafael, 94901
415.258.4944

National Suicide Prevention Hotline (24 hour support)
800.273.TALK (8255)

Mental Health Services
888.818.1115

Substance Use Line
415.755.2345

ENVISION COLLEGE

Review

ENVISION: to think of (something that you believe might exist or happen in the future); to picture something in your mind.

-MERRIAM-WEBSTER.COM

YOUR GOAL

HAVE **9** DREAM COLLEGES BY YOUR SENIOR YEAR!

3 SAFETY

Schools where 75% of students have GPA/SAT scores lower than yours.

Also, community colleges.

3 TARGET

Schools where more than 50% of students have GPA/SAT scores lower than yours.

3 REACH

Schools where more than 50% of students have GPA/SAT score **higher** than yours.



FACTORS TO CONSIDER

-Academics

-Cost of Attendance

-Financial Aid

-Location

-Housing Options

-Size

-Sports

-School Spirit

-Religious Affiliation

-Greek Life

-Extracurricular

-Campus Setting

-% Student of Color

-Special Programs

-Retention Rate

-Student Services

-Food Options

-Traveling Abroad

-Student Gov't

-Club/Orgs

-Political Affiliation

Notes

ENVISION COLLEGE

Mini Quiz

TYPE OF SCHOOL

2 yrs 2YRS

or

4 yrs? 4YRS

Public PUBLIC

or

Private? PRIVATE

School
Size?

LARGE
(>15K)

MED
(2K-15K)

SMALL
(2K)

Co-ed

or

Single

Sex?

COED

ALL
WOMEN

ALL
MEN

LOCATION

Within how many
miles do you want to
be from home? _____

Setting?

RURAL

SUBURBAN

URBAN

Residential
or
Commuter
Campus?

MOST STUDENTS
LIVE ON
CAMPUS

MOST STUDENTS
COMMUTE

MAJOR

1 _____

What are 2 _____

your top

3 majors? 3 _____

What other
subjects
might you
consider?

1 _____

2 _____

3 _____

4 _____

ACTIVITIES

CHORAL GROUPS

ORCHESTRA

STUDENT CLUBS

STUDENT MAGAZINE

STUDENT NEWSPAPER

TELEVISION STATION

RADIO STATION

MARCHING BAND

JAZZ BAND

CONCERT BAND

MUSIC ENSEMBLES

DANCE

FILM

THEATER

GREEK LIFE

SPORTS

What sport(s) are
you interested in?

At what level do you want to play?

NCAA DIVISION 1

NCAA DIVISION 2

NCAA DIVISION 3

NAIA

NGA

INTRAMURAL

WHAT OTHER FACTORS ARE IMPORTANT TO YOU?

WHAT DO YOU WANT OUT OF COLLEGE?

GET RESULTS ONLINE

Both **COLLEGEBOARD.COM** and **COLLEGEGREENLIGHT.COM** have powerful search tools where you can input these preferences and more to be matched with schools and learn more about them in the process.

Safety Schools

ENVISION

A **safety school** is either a school you are guaranteed admission at, or a school that you have a very strong chance of getting into. An indicator of this is if 75% of students have a GPA/SAT score lower than yours.



YOUR PROFILE:

Your highest SAT/ACT score _____

Your _____

Weighted: _____

School Name	Application Deadline	Notes
	APPLIED? <input type="checkbox"/>	
	APPLIED? <input type="checkbox"/>	
	APPLIED? <input type="checkbox"/>	
	APPLIED? <input type="checkbox"/>	
	APPLIED? <input type="checkbox"/>	
	APPLIED? <input type="checkbox"/>	

COLLEGE

Target Schools



A **target school** is one that you have a good chance of getting into. An indicator of this is if 50% of students have a GPA/SAT score lower than yours.

: _____

GPA: _____

Unweighted: _____

School Name	Application Deadline	Notes
	APPLIED?	
	APPLIED?	
	APPLIED?	
	APPLIED?	
	APPLIED?	
	APPLIED?	

Reach Schools

& CONTINUED

A **reach school** is one that will be a challenge to get into, but that doesn't mean you shouldn't apply (if it's a good match & economically viable for you). An indicator is if more than 50% of students at that school have GPA/SAT scores higher than yours.



YOUR PROFILE:

Your highest SAT/ACT score: _____

Your GPA: _____

Weighted: _____

Unweighted: _____

School Name	Application Deadline	Notes
	APPLIED?	
	APPLIED?	
	APPLIED?	
	APPLIED?	
	APPLIED?	
	APPLIED?	

WELLNESS CHECK-IN

How are you doing right now?

Think of a time when you were feeling really good. What was happening?

What's your stress level right now?

1

2

3

4

5

FEELING
RELAXED

IT'S ABLE
TO BE
MANAGED

BEWARE
OF TIPPING
POINTS

TAKE
ACTION

KEEP CALM
& DE-STRESS

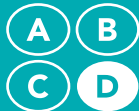
Some examples of de-stressors:

- Breathe deeply
- Meditate
- Stretch
- Walk outside
- Hang out with a good friend
- Talk to somebody you trust
- Exercise
- Make a list of things you're grateful for.
- Take a nap
- Listen to music (have a playlist ready).
- Get lost in a book
- Recognize when you just need a pause, and give yourself time.

Your de-stress plan:

How will you know when you've reached a point of too much stress?

When you start feeling like this, what do you want yourself to remember?



STANDARDIZED TESTS

Remember: These are only required for 4 yr schools!

TEST FORMAT

SAT

achieve more

- 3 HOURS (Without essay)
- Essay is another 50 minutes
- Scores range from 400 to 1600.



- 2 hours, 55 mins (without essay)
- Essay is another 40 minutes
- Scores range from 1 to 36.

COMMENT

- Reading** section tests comprehension in history, science, literature, and social science.
- Math** has heavy emphasis on algebra, problem solving, and data analysis.
- Essay** will ask you to analyze an article and write a response.

- Reading** section tests comprehension in social studies, natural science, humanities and lit narrative/prose fic.
- Math** emphasis on geometry/trig.
- Science** tests basic concept in bio, chem, physics, & earth/space science.
- Essay** reqs. you to argue your opinion.

FEE WAIVERS

- Can be obtained from your counselor.
- Covers all registration fees for either the standard SAT or SAT subject test. You can use a waiver up to 2 times for each
- Send your score to 4 schools when you register +4 additional schools at any time (in the future).

- Can be obtained from your counselor
- Covers registration fees for either the basic ACT or ACT + Writing.
- Allows you to send your score to 4 schools when you register.
- Does NOT cover fees for sending additional scores (\$12/school).

TEST PREP



-The CollegeBoard and Khan Academy partnered to bring you personalized test prep - FREE! Set up an account at www.khanacademy.com and get started today!

KAPLAN

The ACT partnered with Kaplan to provide free comprehensive online test prep. Once you register for the ACT with a **fee waiver**, you'll automatically be sent a link for access!

MISC. NOTES

- Even though the writing section appears to be optional when you go to register, you still need to sign up for it as most schools still require it!
- Part of the math section forbids calculators - be prepared for this!

- Even though the writing section appears to be optional when you go to register, you still need to sign up for it as most schools still require it!
- The math section doesn't give you standard equations like the SAT so know them before the test!

& YOUR PLAN

Prepare for success!

WHAT TEST(S) ARE YOU GOING TO TAKE?

	SAT	ACT	SAT SUBJECT
GOAL SCORE			

WHAT RESOURCES DO YOU HAVE TO HELP YOU?

WHAT'S YOUR STUDY PLAN?

-List at least one time block per week that you will commit to studying.

REGISTRATION INFO:

-Write down the date you're planning on taking your test. Also be sure to note the registration and late registration deadlines.

WRITE YOUR SCHOOL CODES HERE:

-Write all the codes for the schools you'll be sending scores to (note they are different for the SAT and ACT so make sure you note which code for which test).

SCHOOL NAME	CODE	SCHOOL NAME	CODE

Prompts

UC Prompts - "Personal Insight Questions"

Starting in the Fall 2016 Application, the UC system changed their personal statement format from two long questions, to four short questions - and you can pick which four you would like to respond to out of eight options (listed below).

You have a maximum of 350 words to answer each question.

Describe an example of your leadership experience in which you have positively influenced others, helped resolve disputes or contributed to group efforts over time.

Every person has a creative side, and it can be expressed in many ways: problem solving, original and innovating thinking, and artistically, to name a few. Describe how you express your creative side.

What would you say is your greatest talent or skill? How have you developed and demonstrated that talent over time?

Describe how you have taken advantage of a significant educational opportunity or worked to overcome an educational barrier you have faced.

Describe the most significant challenge you have faced and the steps you have taken to overcome this challenge. How has this challenge affected your academic achievement?

Describe your favorite academic subject and explain how it has influenced you

What have you done to make your school or your community a better place?

What is the one thing that you think sets you apart from other candidates applying to the University of California?

L STATEMENT



10,000 Degrees Scholarship Prompt: (250 word minimum per each essay)

You must answer *both* essay questions. You may write your essay in your native/first language).

1. Please provide an autobiographical statement that addresses your **motivation to go to college**.
2. Please describe a situation in your life when your **determination** and/or **perseverance** have helped you **achieve a goal**.

Basic Tips

1. Do **not** wait until the last minute to write your statement or try to write it all in one session. Realize that it may be an emotionally exhausting process so plan on **taking breaks between drafts**.
2. Start strong! Focus on your **intro** and make sure it's captivating so that it draws the reader in.
3. Utilize **powerful verbs**. They can make a huge difference without negatively affecting your word count.
4. Don't underestimate **the power of the personal statement**. This is perhaps the most **humanizing** part of the application and your chance to show admissions who you are beyond a GPA and test score.
5. If you're feeling stuck and frustrated, try **talking through the prompts** instead of writing about them. Use your phone or a tape recorder so you can **listen back**, or have a friend take **notes** for you.



PORTFOLIO



Review the components of the portfolio found on **page 3**. Check off any progress that you have made. **What are you missing?** (Write Below)

Now, pick one piece that you're missing that you will prioritize:

Write down 3 steps that you will take to complete your next piece:

- 1 _____
- 2 _____
- 3 _____



Remember, your goal is to have your portfolio complete and in your hand by the end of your Junior year. We promise this will help you so much when you start applying to college as a Senior!

Have you thought of your summer plans yet? This is a perfect example of how your portfolio can come in handy. Whether you're looking for a job, internship, or summer program, your resumé will come in handy! Just make sure to update it at the end of summer with your new activities so that you don't forget them later!

Your mentor can be a great resource to help with your portfolio. (See page 23).



Letters of recommendation are one component of your portfolio, but how do you get them? Getting some of your teachers on board as allies is a start. Here are three great reasons why:

1. It could make the difference between that B+ or A-. Let's say you're at 89% overall in the class, but have spent time meeting with your teacher during lunch or after school. They may be inclined to bump up your grade for this effort.
2. It's great practice for college! In college, professors have office hours. This is a dedicated time every week that professors reserve for students to come visit them and inquire about the class. It could be to clarify information presented in class, check for understanding, or simply to introduce yourself. Either way, this is one way to make sure your professors remember you, or leave a good impression on your teachers
3. It makes it easy for your teachers to write you strong letters of recommendation because they have content to write about. Carving out time to check in with your teachers gives them an opportunity to get to know you so they can better write about your strengths, characteristics, and academic performance.

Tips *for requesting letters from teachers*

1. Give your teacher plenty of notice - at least a month advance. Keep in mind that other students may be asking for letters of recommendation also.
2. Remind your teachers about the deadlines as they draw closer.
3. Help your teachers help you. Tell them if there is anything you want them to include or focus on in your letter.
4. Make sure you're asking teachers whose classes you've performed well in.
5. Send a thank you note!



I O K D STUDENT

THOUGHTS

OUTCOME

FEELINGS

ACTION

GROWTH MINDSET

MORE GRIT

GREATER SUCCESS

FIXED MINDSET

BELIEVES TALENT IS INBORN

Desires to be seen as perfect and talented, so...

HE AVOIDS CHALLENGE

GIVE UP EASILY

SEES EFFORT AS TEMPORARY

GETS FRUSTRATED OR IGNORES FEEDBACK & CRITICISM

FEELS THREATENED BY OTHERS' SUCCESS



GROWTH MINDSET

BELIEVES ABILITY CAN BE DEVELOPED

Ultimate desire is to learn and improve, so...

HE EMBRACES CHALLENGE

PUSHES THROUGH SETBACKS

BELIEVES HIS EFFORT IS MOST IMPORTANT

USES FEEDBACK & CRITICISM AS A WAY TO IMPROVE

IS INSPIRED BY & LEARNS FROM OTHERS' SUCCESS





Here are some great online resources:

California Career Zone - cacareerzone.com



CA Career Zone has several self assessments for career exploration as well as a listing for job families, so you can discover careers you might not have known existed. However, one of the coolest feature is a budgeting tool that allows you to figure how much your cost of living will be based on your lifestyle choices and/or a starting salary.

CA Colleges - californiacolleges.edu



This comprehensive website offers planning tools at the high school, college, and career levels. There are numerous tools and activities you can take advantage of to find careers based on your preferences. Additionally, you can continuously build a portfolio, saving where you left off so all of your information is always up to date in one place!

The ASVAB Assessment - asvabprogram.com



This website contains a sample 40-question quiz that tests your knowledge in general science, arithmetic reasoning, mathematics knowledge, word knowledge, paragraph comprehension, electronics information, auto and shop information, and mechanical comprehension. This is helpful for gaining an insight into what kind of concepts you would need to be familiar with in order to flourish in that field.

MARK YOUR CALENDAR!



YOUR INTERESTS

If you could teach courses on any subject, at any level, what subjects would you teach?

If you had \$600,000 to invest in up to three business ventures, what kinds of businesses would you invest in?

If you were a writer or journalist, what topics would you want to investigate and write about?

What subjects do you enjoy discussing with your friends?

If you could make money doing whatever you wanted, what would you do?

YOUR SKILLS

You can develop skills in a variety of ways, including from jobs and internships, coursework and school projects, volunteer and extracurricular activities, hobbies, and from daily life responsibilities.

From the following lists, underline the skills you have used, then circle the top 3-5 underlined skills you enjoy using most from each category.

BONUS TIP: Use the skills you identify here on your resumé!

<p>COMMUNICATION Exchange, convey and express knowledge and/or ideas.</p> <ul style="list-style-type: none"> write edit summarize persuade verbal communication listen attentively facilitate discussion consult teach train sell promote use of languages interview mastery with words ask questions make presentations negotiate think on your feet entertain/perform public speaking serve as a liaison 	<p>HUMAN SERVICE Attend to physical, mental or social needs of people.</p> <ul style="list-style-type: none"> facilitate interpersonal skills group process sensitivity to needs empathize encourage empower consult interview counsel advocate use intuition coach provide care coordinate listen advise support 	<p>INFORMATION MANAGEMENT Arrange and retrieve data, knowledge and ideas</p> <ul style="list-style-type: none"> calculate & compute classify & catalog math knowledge & skills applying formulas financial record keeping organize information manage information manage money keep accurate records attend to details logical ability develop systems categorize summarize streamline systems & processes monitor manage databases develop databases 	<p>ORGANIZATION MANAGEMENT Direct and guide a group in completing tasks and attaining goals.</p> <ul style="list-style-type: none"> solve problems time management make decisions lead plan ahead meet deadlines establish priorities supervise motivate recruit resolve conflicts collaborate mediate initiate projects forecast organize coordinate handle logistics put theory into practice delegate give directions assume responsibility determine policy interpret policy apply policy set timelines and expectations set timelines and expectations strategize implement plans evaluate outcomes create team visualize end result set goals
<p>RESEARCH & INVESTIGATION Search for specific knowledge</p> <ul style="list-style-type: none"> analyze ideas analyze data dissect conduct research investigate read for information collect data diagnose evaluate compare critical thinking synthesize information experiment observe outline formulate hypothesis develop theory calculate/compare hypothesize 	<p>DESIGN & PLANNING Imagine the future and develop a process for creating it</p> <ul style="list-style-type: none"> anticipate problems plan invent conceptualize design display layout/formula design programs anticipate consequences brainstorm new ideas think visually improvise compose adapt create images integrate project synthesize customize illustrate perform 	<p>TECHNICAL/ PHYSICAL Use hands or tools to build, repair, and invent.</p> <ul style="list-style-type: none"> assemble build construct fabricate model program install maintain inspect invent operate equipment repair restore use physical condition 	<p>WHAT ARE THE TOP 5 SKILLS YOU WOULD LIKE TO DEVELOP?</p> <ol style="list-style-type: none"> _____ _____ _____ _____ _____

VALUES ACTIVITY

A value is a belief and a priority that is meaningful to you. Values are desirable qualities, standards, or principals that serve as your guiding force, especially when making decisions and pursuing options that best meet your needs and lead to increased happiness. Values influence both your actions and reactions. Therefore, identifying and focusing on your work and personal values helps you clarify what is most important to you, and helps you become more satisfied in life.

Work Environment	Work Content	Work Relationships	Personal Values
<input type="checkbox"/> Flexibility	<input type="checkbox"/> Achievement-focused	<input type="checkbox"/> Teamwork focus	<input type="checkbox"/> Integrity
<input type="checkbox"/> Work under tight deadlines	<input type="checkbox"/> Precision work	<input type="checkbox"/> Trust among colleagues	<input type="checkbox"/> Status/prestige
<input type="checkbox"/> Pleasant surroundings	<input type="checkbox"/> Challenging work	<input type="checkbox"/> Cultural diversity	<input type="checkbox"/> Achievement/results-oriented
<input type="checkbox"/> Stability & security	<input type="checkbox"/> Serve as leader	<input type="checkbox"/> Caring relationships	<input type="checkbox"/> Respect from others
<input type="checkbox"/> High earnings/salary	<input type="checkbox"/> High levels of competence req.	<input type="checkbox"/> Competitive environment	<input type="checkbox"/> High levels of responsibility
<input type="checkbox"/> Action oriented	<input type="checkbox"/> Ability to see tangible results	<input type="checkbox"/> Cooperation & collaboration	<input type="checkbox"/> Power
<input type="checkbox"/> Relaxed work pace	<input type="checkbox"/> High-risk work	<input type="checkbox"/> Humor & fun	<input type="checkbox"/> Influence people
<input type="checkbox"/> Quiet Environment	<input type="checkbox"/> Work on cutting edge knowledge	<input type="checkbox"/> Harmony - low level of conflict	<input type="checkbox"/> Appreciation
<input type="checkbox"/> Highly organized	<input type="checkbox"/> Detail-oriented	<input type="checkbox"/> Autonomy	<input type="checkbox"/> Belonging and sense of community
<input type="checkbox"/> Excitement	<input type="checkbox"/> Social activism focus	<input type="checkbox"/> Recognition for accomplishments	<input type="checkbox"/> Equality
<input type="checkbox"/> Work under pressure	<input type="checkbox"/> Intellectual stimulation	<input type="checkbox"/> Support for supervisors	<input type="checkbox"/> Independence
<input type="checkbox"/> Predictability & structure	<input type="checkbox"/> Excellence valued	<input type="checkbox"/> Open communication	<input type="checkbox"/> Focus on service/contribution
<input type="checkbox"/> Specific location	<input type="checkbox"/> Focused/details work	<input type="checkbox"/> Work independently	<input type="checkbox"/> Authenticity
<input type="checkbox"/> High volume of public contact	<input type="checkbox"/> Opportunity for creativity and self-expression	<input type="checkbox"/> Coworkers considered friends	<input type="checkbox"/> Commitment
<input type="checkbox"/> Comfortable & stable income	<input type="checkbox"/> Change & variety	<input type="checkbox"/> Shared values	<input type="checkbox"/> Work-life balance
<input type="checkbox"/> Private office	<input type="checkbox"/> Growth opportunity	<input type="checkbox"/> Colleagues provide intellectual challenge & stimulation	<input type="checkbox"/> Honesty
<input type="checkbox"/> Work outdoors	<input type="checkbox"/> Control of daily work		<input type="checkbox"/> Directly help others
<input type="checkbox"/> Safe environment	<input type="checkbox"/> Adventurous work		<input type="checkbox"/> Impact society
<input type="checkbox"/> Time freedom	<input type="checkbox"/> Helping others		<input type="checkbox"/> Justice & fairness
<input type="checkbox"/> Food & coffee available	<input type="checkbox"/> Initiative driven		<input type="checkbox"/> Connection to religion and/or spirituality

Now that you have identified, go back and circle/highlight the top 10 values that are most essential to your overall happiness and career satisfaction.

CAREER STORMING

**What do I like & enjoy doing?
(Interests)**

**What are my personal qualities?
(Personality/Preferences)**



PURPOSE

**What am I good at?
(Skills/Abilities)**

**What is important to me?
(Values)**

INTERVIEW SKILLS

Preparing for an Interview:

Remember, the three V's:

- Visual: How you look
- Verbal: What you say
- Vocal: How you say it

Q: The picture on the right shows three good examples of body language. What are they?

1. _____
2. _____
3. _____

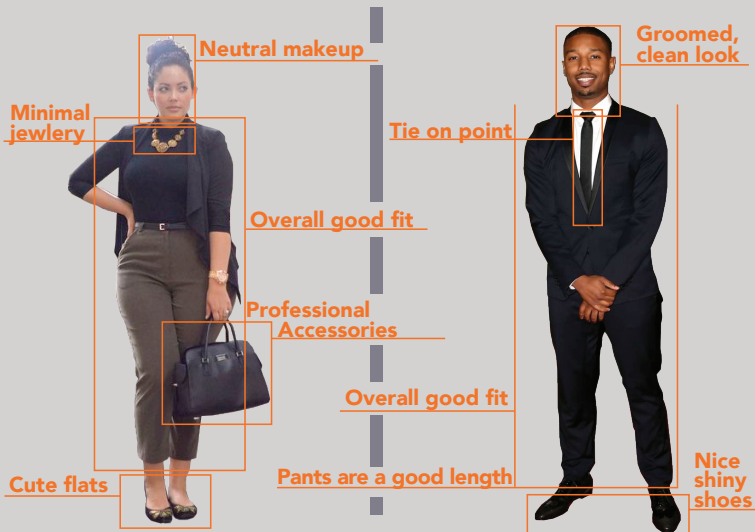
A: Smiling, eye contact, handshake



Common Interview Questions:

- 1 **Tell me a little bit about yourself.** Stick to your education, work history, and career experience. You can also answer through a short story (2 minutes or less) about yourself.
- 2 **What are some of your weaknesses?** Don't say you have none or that "you work too hard." Think of a strength that could also be a weakness or focus on ways you've overcome.
- 3 **Do you have any questions for me?** Don't say no or ask "What's in it for me" type questions. Come prepared with questions before the interview and use this time to clarify anything.

Dressing for an Interview:



RESUMÉ BUILDING

Sample Resume:

After your name, list your most up-to-date contact information.

Kaila Love

1650 Los Gamos Drive #110
San Rafael, CA 94903
415.459.4240
klove@10000degrees.org

Your name should be the first thing on the page. Bold it or make it larger so that it stands out.

Make sure each section has a clear heading. You can arrange your headings differently, depending on what you want to stand out to your prospective employer.

Education

- Tamiscal High (Sept 2013 - Present)
Larkspur, CA

Work Experience

- 10,000 Degrees (June 2014 - Present)
Leadership Corps Member - Acted as a liaison between 10,000 Degrees and my high school; Helped throw on-campus events about college applications and financial aid.
- Courtyard by Marriott (May 2008 - May 2015)
Front Desk Agent - Provide excellent customer service to guests, run and process reports, maintain a clean and orderly work space.

List your experience, starting with what is most recent.

Write a short description of your main job responsibilities

Skills

- Typing speed of 94 WPM
- Proficient in Microsoft Word, PowerPoint, and Adobe Photoshop
- (If bilingual, put the language you speak here)

You can also substitute this section with "Activities" or "Achievements."

More Tips:

- This is just one example of how you might format your resumé, but there are many options. Google "Sample Resume" to check out some different styles.
- Tailor your resumé to whatever job you're applying to. Prioritize your most relevant experience/skills.
- If you don't have work experience, include a "Volunteer Experience" heading instead. If you have both, include both.
- Keep your resumé at ONE page. Your prospective employer may not have a lot of time to read more than that.
- Double check your spelling, grammar, and formatting. You want your resumé to appear as polished as possible!

WHAT IS AB540?

AB 540 is a California state "Tuition Equity" law that provides in-state tuition benefits for undocumented students & certain others who qualify. It enables eligible undocumented students to be exempt from paying nonresident college tuition.

DO I QUALIFY?

To qualify for AB 540 status, you must have:

1. Attended a high school (public or private) in CA for three years (six semesters) or more.
2. Graduated from a CA high school or attained the equivalent (GED).
3. Filled the AB 540 Affidavit (also known as the California Nonresident Tuition Exemption Form) with your college or university stating you have or will file an application to legalize as soon as you are able to do so.

GETTING FINANCIAL AID

Submit the California Dream Act Application (www.caldreamact.org) by the March 2 deadline (if not earlier!) You will also have to submit a Non-SSN GPA verification form by March 2.

RESOURCES:

- Educators for Fair Consideration (E4FC) [e4fc.org]
- California Student Aid Commission - Dream Act [csac.ca.gov/dream_act.asp]
- UC Undocumented Student Resources [undoc.universityof-california.edu]
- California Dream Act [caldreamact.org]



DOES AB 540=DACA?

No, AB 540 and DACA are not the same. DACA (Deferred Action for Childhood Arrivals) is a federal policy that defers the removal of certain eligible documented youths and allows them to apply for work authorization and a federal ID if they are granted DACA.

-Source: E4FC

FINANCIAL AID OVERVIEW

In October of your senior year, you will start filling out financial aid forms to determine how much and what kind of aid you will receive. You will need your parents tax return papers from the previous year in order to do this.



- Opens Oct 1
- Requires U.S. citizenship or eligible status
- Grants federal and state aid
- Due **March 2**

FINANCIAL AID FORMS (ONLY 1)



- Opens Oct 1
- Does not require a SSN
- For students with AB540 status
- Due **March 2**



The arrows show different ways to fill your COA.

This is your **Cost of Attendance (COA)**

It includes:

- Tuition & Fees
- Room & Board
- Books & Supplies
- Personal Expenses
- Transportation Expenses

*EFC= Expected Family Contribution

This is the amount of money the FAFSA/ CA Dream Act estimates will be able to contribute to your education (based on the financial information you provided).

You can pay for college!



What are scholarships?

Scholarships are funds that do not need to be paid back and are used for financing your higher education.

How do I get scholarships?

Unlike the other forms of financial aid listed on page 35, scholarships are not accessed through filling out the FAFSA or CA Dream Act Applications. That is because financial aid from FAFSA or the CA Dream Act comes from the government whereas **scholarships come from private donors, organizations, and schools**. Therefore, you have to apply for scholarships from their direct source. There is no universal form for scholarships.

What qualifications are there for scholarships?

Since scholarships come from individual sources, the qualifications are different for each one. Some scholarships are based off academic merit or financial need. There are also scholarships for athletes or students who have demonstrated leadership abilities. There are fun scholarships too, like those for the best prom dress made out of duct tape, or scholarships for specific groups of people, like left-handed folks. Think about some of your talents and see if there is a scholarship for it!

Where should I look for scholarships?

The College and Career Center at your high school is a great start. Ask the career counselor there for assistance. When looking for scholarships, look **locally**. This means, prioritize scholarships within your community first, then the state, and national scholarships last. While a majority of scholarships out there are for high school students (often graduating seniors), don't stop the search once you get to college! Your college campus is the next best place to look.

You can search online also, but be wary. If a scholarship application ever asks for money, it's a SCAM!

Is there anything else I need to know about scholarships?

Yes! 10,000 Degrees has a scholarship. It's based on financial need and there is no GPA requirement. However, you do have to fill out the form online and write an essay. The prompts can be found on page 21!

SCHOLARSHIP TRACKER

Scholarship Name	Amount	Due Date	Required Documents	Contact Info /Notes
APPLIED? Date _____				
APPLIED? Date _____				
APPLIED? Date _____				
APPLIED? Date _____				
APPLIED? Date _____				
APPLIED? Date _____				
APPLIED? Date _____				
APPLIED? Date _____				
APPLIED? Date _____				
APPLIED? Date _____				

SENIOR YEAR

AUGUST

- Aug 11: Perform college search on one of many websites (collegeboard.com, naviance through your school, collegeresults.org)
- Aug 21: Have a draft of your personal statement done
- Aug 26: Complete senior profile
- Aug 28: Once senior profile is complete, ask TWO teachers for letters of recommendation

SEPTEMBER

- Sep 1: Check deadline for October SAT/ACT. GET A FEE WAIVER FROM YOUR HIGH SCHOOL OR FROM 10,000 DEGREES. Be sure to enter 4 schools as recipients for your SAT scores.
- Sep 3: Check if your schools are on the Common Application (commonapp.org) and see if there are supplements due for those schools.
- Sep 10: Have a finalized list of colleges you will apply to. At least 2 reaches & 2 safeties.
- Sep 17: Continue working on personal statement/10,000 Degrees Scholarship
- Sept 24: Get parent's 2016 tax forms, pay stubs, and important dates (birth-dates, marriage/divorce dates) ready for the FAFSA/CA Dream Act (if U.S. citizen or eligible non-citizen).
- Sep 30: For any Common Application supplements, finish drafts of essays.

OCTOBER

- Oct 1: First day to apply for FAFSA/CA Dream Act & 10KD Scholarship
- Oct __: Senior Parent Night this month (Date TBA). Write Here: _____
- Oct 28: Begin scholarship searches/scholarship applications
- Oct 29: Finalize personal statements for UC's, private colleges and universities

NOVEMBER

- Nov 12: Finish UC/CSU applications and EOP applications
- Nov 13: Check with teachers who wrote your recommendation, make sure they sent out your letters.
- Nov 18: Write and send out thank you notes to teachers who wrote your letters of recommendation
- Nov 21: Finish Common Application and any remaining college applications
- Nov 28: Send fee waivers in the mail if necessary (request from high school or colleges)
- Nov 30: CSU/UC Application deadline

DECEMBER

- Dec __: Senior Parent Night this month (Date TBA). Write Here: _____
- Dec 4: Scholarship search continued
- Dec 19: Finish at LEAST one scholarship application by this day, begin applying for more
- Dec __: 10KD Holiday Party!

CHECKLIST

JANUARY

- Jan 6: Check student portals to see if you are missing any information
- Jan 8: Check with college and career counselor about new local scholarships
- Jan 21: Scholarship search continues!
- Jan 31: DUE DATE for 10KD Scholarship.

FEBRUARY

- Feb __: Senior Parent Night this month (Date TBA). Write Here _____
- Feb 2: Continue checking student portals for all schools you applied to
- Feb 13: Keep checking career center for LOCAL scholarships.

MARCH

- Mar 2: FAFSA/CADA/CALGRANT hard deadline today. Complete before.
- Mar 6: Keep checking portals and make sure your applications are complete.
- Mar 14: Begin checking mail, e-mail, and portals for college acceptances.
- Mar 15: If accepted into CSU's (& plan to attend) register for placement tests.
- Mar 20: Secure fee waivers for AP tests (if you are taking one)
- Mar 30: Set up meeting with 10,000 Degrees staff for Financial Aid meeting.

APRIL

- Apr 2: If community college bound, meet with 10,000 Degrees staff
- Apr 3: Keep checking mail, e-mail, and portals for college acceptances
- Apr 7: Keep searching for and applying to scholarships (especially local ones!)
- Apr 9: Check mail, e-mail, and portals for financial aid packages
- Apr 14: If missing acceptance letters from schools, call EACH school to inquire
- Apr 24: Appeal financial aid packages if needed

MAY

- May 1: DEADLINE FOR CONFIRMING FALL ENROLLMENT AT COLLEGES.
Generally you need to submit a housing deposit, intent to enroll, and more school specific forms by this day
- May 7: Check due date on financial aid package. Select pieces to accept/deny
- May 12: Check web portal to see if any documents are missing from your file.
If unclear, call the school's financial aid or admissions office
- May __: 10,000 Degrees Graduation
- May 28: Have all college related papers finalized.

JUNE

- Jun 1: Request final transcript be sent out to your college
- Jun 17: Check web portal to see if there is anything else needing completion. If unclear,
call your school's financial aid or admissions office.
- Confirm graduation and the college you'll be attending on WebGrants4Students.org

OTHER IMPORTANT DATES (Write in).....



10,000 Degrees®

Creating college graduates who change the world

Marin Office:

1650 Los Gatos Drive #110
San Rafael, CA 94903
415.459.4240

Sonoma Office:

120 Stony Point Rd #150
Santa Rosa, CA 95401

Designed by: Kaila Love
Inside Photos: Trevor Henley
Front/Back Cover Photos: Avalon Baldwin