



**CLASS OF 2018  
INTERNSHIP &  
COLLEGE ADMISSIONS  
SEMINAR**

Ashley Tittlemore, Director  
Courtney Lowery, Program Coordinator  
Saturday, January 28, 2017

#QOTD

**“ A year  
from now  
you may *wish*  
you had started  
*today.***

- Karen Lamb



## AGENDA

- Discuss Summer Internship
  - Purpose & Benefits
  - Internship Procedures, Dates, Action Steps/Deadlines
  
- Prepare for Senior Year
  - Importance of College
  - Steps of College Admissions Process
  - Action Steps



## WHY INTERN?

- Work Experience & Skill Development
- Career Exposure
- Mentorship
- Helps you stand out in the college admissions process
  - Shows that student is serious about enrichment
  - Productive summers are considered to be very beneficial
- \$450 Stipend



## INTERNSHIP PROCEDURES

- **Step 1:** Learn about internship program and expectations
- **Step 2:** Identify career interests and potential internship sites based on interests and location (personal transportation required)
- **Step 3:** Seek out internship placement
  - UBMS Internship Directory
  - Phone calls, Office visits (Use Phone Script and Contact Log)
  - **UBMS Internship Fair (Thursday, April 6<sup>th</sup>)**
- **Step 4:** Meet with Internship Supervisor, discuss duties and schedule, complete Internship Placement Verification Form, submit copy to UBMS (**by Sunday, April 30<sup>th</sup>**) (Note: Friday, June 30<sup>th</sup> and all Fridays in July are UBMS college visits/community service)
  - **UBMS Internship Program Dates:**  
Monday, June 19<sup>th</sup> – Friday, July 28<sup>th</sup>



## INTERNSHIP PROCEDURES

- **Step 5:** Attend **UBMS Summer Orientation on Saturday, May 20<sup>th</sup>**
- **Step 6:** Work 25-40 hours/week, complete and submit weekly timesheet by **Friday**, write and submit weekly journal entry by **Sunday**, attend **weekly evening meetings** with UBMS cohort to reflect on internship experience and prepare college applications (Note: At least one internship site visit by a UBMS staff member will occur throughout the summer)
- **Step 7:** Submit Internship Portfolio upon completion of internship (**by Tuesday, August 1<sup>st</sup>**)
  - Reflection Paper
  - 5 Photographs
  - Copy of Thank you letter or card to supervisor
- **Step 8:** Attend **Cultural Enrichment Trip (Wednesday, August 2<sup>nd</sup> – Thursday, August 3<sup>rd</sup>)** and receive stipend!



## CFNC INTEREST PROFILER & RESUME

- CFNC.org → Plan → For a Career → Interest Profiler
  - Email results to [ubms@cccc.edu](mailto:ubms@cccc.edu)
- Resume should be complete and reviewed by UBMS to share with potential internship supervisors



## DOCUMENTS ([WWW.CCCC.EDU/UBMS](http://WWW.CCCC.EDU/UBMS))

- Career Development Coordinators (HS)
- Contact Log
- Evaluations (4) (To be completed at end of internship)
- Internship Placement Verification Form
- Mock Interview Questions
- Phone Script
- Resume Example
- Site Visitation Form
- Summer Internship Agreement
- Timesheet
- Internship Deadlines
- UBMS Summer Internship Directory



## COLLEGE ADMISSIONS PLANNING



## WHY COLLEGE?

- **Opportunity**
  - Increase in personal opportunities. Education opens up doors. More flexibility, options, and resources are promised to those that enhance their knowledge.
- **Greater wealth**
  - Meaning more choices. Whatever your dreams college is the way to support a richer life.
- **Better health**
  - Giving you the strength to take on life's challenges. College is where you can build the knowledge and skills to maintain better health.
- **Closer family**
  - Comes from passing on knowledge to inspire future generations. Create the foundation for a closer family.
- **Stronger community**
  - Meaning more collaboration to solve issues we face as a society. College is where you can shape your views to build a stronger community.
- **More security**
  - Meaning less worry. College is a way to achieve independence.

## UBMS OBJECTIVES

### ○ Postsecondary Enrollment

**85%** of all current and prior UBMS participants, who at the time of entrance into the project had an expected high school graduation date in the school year, will enroll in a program of postsecondary education by the fall term immediately following high school graduation or will have received notification, by the fall term immediately following high school, from an institution of higher education, of acceptance but deferred enrollment until the next academic semester (e.g. spring semester).

### ○ Postsecondary Completion

**70%** of UBMS participants who enrolled in a program of postsecondary education, by the fall term immediately following high school graduation or by the next academic term (e.g., spring term) as a result of acceptance by deferred enrollment, will attain either an associate's or bachelor's degree within six years following graduation from high school.



## STEPS OF COLLEGE APPLICATION PROCESS

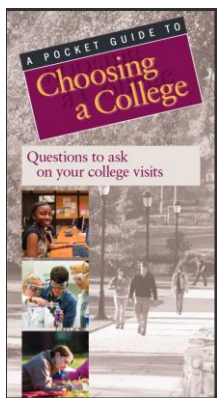
- Narrow down list of colleges of interest
  - Community college vs. university
  - Public vs. private
  - In-state vs. out-of-state
  - Safety, reach, or target school
  - TRiO Programs?
- Research application requirements, deadlines, scholarship process (SAT II?)
- Prepare personal statement / essay response(s) (SUMMER)
- Update resume with all extracurricular activities & leadership (SUMMER)
- Request and gather letters of recommendation (August – September)
- Review transcript and ACT/SAT scores (No testing in 12<sup>th</sup> grade!)
- Begin completing admission applications
  - CFNC
  - The Common App
- Submit FAFSA (ASAP after October 1) (and CSS-PROFILE if required)
- Complete and submit admission applications by November or earlier (CFNC College Week is mid-November)
  - Pay attention to associated scholarship application deadlines!
  - Use College Board fee waivers, CFNC, or ask us!
- Research, complete, and submit external scholarship applications
  - Now until you graduate from college!

## DOCUMENTS

- College Applications Info Packet
- CFNC College Info Admissions Deadlines
- How Can Parents Help With College Search and Applications
- Questions for Finding the Right College for You
- College Action Plan Template
- College Level TRiO Programs NC
- College Match Safety, Probably, Reach Schools
- Form to Request Letter of Recommendation
- UNC System College Admissions Profiles of Enrolled Freshman



## FINDING THE RIGHT COLLEGE: FIT



### TRIO Student Support Services Programs

*Student Support Services (SSS) programs provide opportunities for academic development, assist students with basic college requirements, and motivate students toward the successful completion of their postsecondary education. Student Support Services (SSS) projects also may provide grant aid to current SSS participants who are receiving Federal Pell Grants. The goal of SSS is to increase the college retention and graduation rates of its participants.*

Appalachian State University
Beaufort County Community College
Caldwell Community College and Technical Institute
Carreres Community College
Central Carolina Community College
Central Piedmont Community College
Cleveland Community College
Craven Community College/ New Bern & Havelock
Davidson County Community College/ Davidson
Elizabeth City State University
Fayetteville State University
Gaston College
Halifax Community College
James Sprunt Community College
Johnson C. Smith University
Johnston Community College
Livingstone College
Mars Hill College
Mayland Community College
North Carolina Agricultural and Technical State University
North Carolina Central University
North Carolina State University
North Carolina State University
Piedmont Community College
Pitt Community College
Roanoke/ Chowan Community College
Rockingham Community College
Saint Augustine's College
Southwestern Community College/ Jackson
University of North Carolina/ Greensboro
University of North Carolina/ Pembroke
Wilkes Community College
Wilson Community College
Winston-Salem State University

### TRIO Ronald E McNair Postbaccalaureate Achievement Programs

*McNair programs prepare eligible participants for doctoral studies through involvement in research and other scholarly activities. Participants have demonstrated strong academic potential. Institutions work closely with participants as they complete their undergraduate requirements. Institutions encourage participants to enroll in graduate programs and then track their progress through to the successful completion of advanced degrees. The goal is to increase the attainment of Ph.D. degrees by students from underrepresented segments of society.*

Fayetteville State University
University of North Carolina/ Chapel Hill



## FINDING THE RIGHT COLLEGE: MATCH

### 4. Identify Reach, Match, & Safety Schools

TYPE OF SCHOOL	DESCRIPTION
Reach Schools	Your GPA and SAT/ACT scores fall below the school's range for the average freshman. Reach schools are long shots. You should apply to 2 reach schools
Match Schools	Your GPA and SAT/ACT scores fall within (or even exceed) the school's range for the average freshman. The majority of schools to which you apply should be match schools.
Safety Schools	Your GPA and SAT/ACT scores academic are above the school's range for the average freshman. You should apply to at least 2 safety schools



## FINDING THE RIGHT COLLEGE: MATCH

### Review Profiles of Enrolled Freshmen & Compare...

UNC System College Admissions – Profile of Enrolled Freshman

Institution	Average GPA	SAT Math, Critical Reading, and Writing Scores	ACT Composite Score	Deadlines
App State	4.06	SAT Math 579 average 530-620 range of middle 50% SAT Critical Reading 576 average 530-620 range of middle 50% SAT Writing 550 average 500-600 range of middle 50%	26 average 23-27 range of middle 50%	
ECU	3.67	SAT Math 528 average 480-560 range of middle 50% SAT Critical Reading 514 average 470-550 range of middle 50% SAT Writing 493 average 440-530 range of middle 50%	22 average 19-23 range of middle 50%	
ECSU	Not reported	SAT Math 390-480 range of middle 50% SAT Critical Reading 390-465 range of middle 50% SAT Writing 490-540 range of middle 50%	16-19 range of middle 50%	
FSU	3.25	SAT Math 448 average 410-490 range of middle 50% SAT Critical Reading 442 average 400-470 range of middle 50% SAT Writing 413 average 360-430 range of middle 50%	19 average 17-21 range of middle 50%	

### Use College Chances Calculators:

[www.collegedata.com](http://www.collegedata.com)

[www.cappex.com](http://www.cappex.com)





# COLLEGEDATA.COM

**Profile of Students on COLLEGEdata Admitted to This College**

	GPA	SAT	ACT
Average	3.22	2,374	267
50th Percentile	3.14	2,240	250
25th Percentile	3.07	2,100	232
75th Percentile	3.29	2,600	280

**WHAT'S BEHIND YOUR CHANCES?**

Entrance Difficulty: Most Difficult, Very Difficult, Moderately Difficult, Minimally Difficult, Noncompetitive

**GPA**

Year GPA	Top 10%	Top 20%	Top 50%	Bottom 50%
3.75	0%	0%	0%	0%
3.50	0%	0%	0%	0%
3.25	0%	0%	0%	0%
3.00	0%	0%	0%	0%
2.75	0%	0%	0%	0%
2.50	0%	0%	0%	0%
2.25	0%	0%	0%	0%
2.00	0%	0%	0%	0%
1.75	0%	0%	0%	0%
1.50	0%	0%	0%	0%
1.25	0%	0%	0%	0%
1.00	0%	0%	0%	0%
0.75	0%	0%	0%	0%
0.50	0%	0%	0%	0%
0.25	0%	0%	0%	0%
0.00	0%	0%	0%	0%

**Class Rank**

Year Rank	Top 10%	Top 20%	Top 50%	Bottom 50%
1-10	0%	0%	0%	0%
11-20	0%	0%	0%	0%
21-30	0%	0%	0%	0%
31-40	0%	0%	0%	0%
41-50	0%	0%	0%	0%
51-60	0%	0%	0%	0%
61-70	0%	0%	0%	0%
71-80	0%	0%	0%	0%
81-90	0%	0%	0%	0%
91-100	0%	0%	0%	0%



# COLLEGEDATA.COM

**Test Scores**

SAT Mathematics

Year Score	Top 10%	Top 20%	Top 50%	Bottom 50%
700-800	0%	0%	0%	0%
600-700	0%	0%	0%	0%
500-600	0%	0%	0%	0%
400-500	0%	0%	0%	0%
300-400	0%	0%	0%	0%
200-300	0%	0%	0%	0%
100-200	0%	0%	0%	0%
0-100	0%	0%	0%	0%

SAT Critical Reading

Year Score	Top 10%	Top 20%	Top 50%	Bottom 50%
700-800	0%	0%	0%	0%
600-700	0%	0%	0%	0%
500-600	0%	0%	0%	0%
400-500	0%	0%	0%	0%
300-400	0%	0%	0%	0%
200-300	0%	0%	0%	0%
100-200	0%	0%	0%	0%
0-100	0%	0%	0%	0%

SAT Writing

Year Score	Top 10%	Top 20%	Top 50%	Bottom 50%
700-800	0%	0%	0%	0%
600-700	0%	0%	0%	0%
500-600	0%	0%	0%	0%
400-500	0%	0%	0%	0%
300-400	0%	0%	0%	0%
200-300	0%	0%	0%	0%
100-200	0%	0%	0%	0%
0-100	0%	0%	0%	0%

ACT Composite

Year Score	Top 10%	Top 20%	Top 50%	Bottom 50%
36-38	0%	0%	0%	0%
34-36	0%	0%	0%	0%
30-34	0%	0%	0%	0%
26-30	0%	0%	0%	0%
22-26	0%	0%	0%	0%
18-22	0%	0%	0%	0%
14-18	0%	0%	0%	0%
10-14	0%	0%	0%	0%
6-10	0%	0%	0%	0%
2-6	0%	0%	0%	0%



# CAPPEX.COM

**My College List**

COLLEGE	CAMPUS	CREDITS	COST	DETAILS
University of North Carolina at Chapel Hill	On-Campus	33	\$18,609	33
University of North Carolina Wilmington	On-Campus	113	\$15,522	113

STATUS: Planning to apply? [Apply to College](#)

**ADD TO MY COLLEGE LIST**

Search for colleges:  [Advanced Search](#)

**SIMILAR COLLEGES**

- Western Carolina University
- The University of North Carolina at Greensboro
- Barton College
- William Brantley University



# CAPPEX.COM

	College 1	College 2	College 3
<b>Admissions</b>			
SELECTIVITY	57%	67%	65%
ADMISSION TEST REQUIRED	Required	Required	Required
COMPLETION OF COLLEGE PREPARATORY PROGRAM	Recommended	Recommended	Recommended
RECOMMENDATIONS	Required	Recommended	Recommended
SECONDARY SCHOOL GPA	Required	Required	Required
SECONDARY SCHOOL NAME	Required	Required	Recommended
SECONDARY SCHOOL RECORD	Required	Required	Required
TYPED	Required	Required	Required
COMMON APP ACCEPTED	Yes	No	No
<b>Tuition and Cost</b>			
IN-STATE COST	\$3,745	\$24,100	\$3,542
OUT-OF-STATE COST	\$15,846	\$24,100	\$15,590
ROOM & BOARD	\$8,336	\$8,909	\$7,224
BOOKS & OTHER COSTS	\$965	\$2,000	\$700
<b>Capex Life</b>			
TOTAL UNDERGRAD	11,770	4,421	18,127



# APPLICATION REQUIREMENTS, DEADLINES, AND SCHOLARSHIP PROCESSES

2016-2017 North Carolina College Admissions Deadlines and Open House Information

CFNC.org

College/University Name	Address	Website/Phone	Test Codes	Roll # Code	Fall 2016 Admissions Deadlines	Open House and Visit Information
Albemarle Community College	1217 Central Ave. SE Graham, NC 27233	www.albemarle.edu 336-452-4024	2C1 1212 3A1 1730	000141	Rolling Admissions	Open House Spring, August 18th and 19th at 10am-12pm. Email: admissions@albemarle.edu or 336-452-4024
Appalachian State University	307 Wilson St. Boone, NC 28608	www.asu.edu 352-382-2125	3A1 1987 3A1 1910	000307	Rolling Admissions	352-382-2125 (Ph), 352-382-1111 (Toll-free), admissions@appstate.edu or visit our website
Appalachian State University Technical Community College	3425 Wilson Rd. Forsyth, NC 28601	www.atcc.edu 352-382-7122	3A1 1987 3A1 1910	000313	Rolling Admissions	352-382-7122
Baylor College	300 Atlantic Colonial College Dr. Wilson, NC 27180	www.baylor.edu 352-384-4521	3A1 1987 3A1 1910	000308	Rolling Admissions	352-384-4521
Beaufort County Community College	1017 Hwy 248 East Washington, NC 27186	www.beaufortcc.edu 252-562-6164	3A1 1987 3A1 1910	000309	Rolling Admissions	Contact Admissions Office
Bevinsville Community College	100 Beaverton Hills Rd. Beaverton, NC 28612	www.bevinsville.edu 352-461-1663	3A1 1987 3A1 1910	000310	Rolling Admissions	Tours are available Monday through Friday at 11am and 2pm. Email: admissions@bevinsville.edu or visit our website
Boonville Community College	400 East Washington St. Beaverton, NC 28612	www.boonville.edu 352-461-1663	3A1 1987 3A1 1910	000311	Rolling Admissions	Register for campus tour at: http://www.boonville.edu/gov/BOONville2017/campus
Brake Community College	1411 W. Hwy 24, W. Salem, NC 28156	www.brakecc.edu 352-351-1011 352-351-1044	3A1 1987 3A1 1910	000312	Rolling Admissions	Contact Admissions Office
Blue Ridge Community College	100 Wood Campus Dr. Pine Bluff, NC 28137	www.brc.edu 352-388-1700 352-388-1844	3A1 1987 3A1 1910	000314	Rolling Admissions	Email: admissions@brc.edu
Boyd Community College	600 College Ave. Beaufort, NC 28516	www.boydcc.edu 352-333-8242	3A1 1987 3A1 1910	000315	Rolling Admissions	10/20/16, toward admissions/information days
Brigham Community College	400 Middle East St. Concord, NC 28025	www.brighamcc.edu 352-463-1399	3A1 1987 3A1 1910	000316	Rolling Admissions	Contact Admissions Office
Catawba College of Health Sciences	600 Middle East St. Concord, NC 28025	www.catawba.edu 352-463-1399	3A1 1987 3A1 1910	000317	Rolling Admissions	10/20/16, toward admissions/information days
Catawba Community College	2000 Hickory Hill	www.catawba.edu 352-463-1399	3A1 1987 3A1 1910	000318	Rolling Admissions	Contact Admissions Office. Campus available Monday-Friday from 10:30am-5:30pm

## PERSONAL STATEMENT

- “Optional” does not really mean optional
- Be thinking now!
- Not for telling your whole life story – choose one specific topic to write about
- Use your English teacher(s) and UBMS staff to proof-read, several times
- Do NOT WAIT!!!

### College Admissions Essays: Common Topics & Tips by Topic

**Option #1.** Evaluate a significant experience, achievement, risk you have taken, or ethical dilemma you have faced and its impact on you.

- **Evaluation requires you to think critically and analytically about your topic.** The admissions folks are not asking you to “describe” or “summarize” an experience (although you’ll need to do this a little). The heart of your essay needs to be a thoughtful discussion of *how* the experience affected you.
- **A “Significant” Experience Can Be Small.** Think about the first time you challenged authority, the first time you disappointed your parents or the first time you pushed yourself to do something outside of your comfort zone. A significant risk can be choosing to study art; it doesn’t have to be about rappelling into icy waters to rescue a baby polar bear.
- **Don’t Brag** About an “Achievement.” Be very careful to avoid sounding like a braggart or egoist. The best essays have a generosity of spirit and an appreciation of community and team effort.

## RESUME

- Again...“Optional” does not really mean optional

### Holistic review

At Appalachian, you are more than the sum of your GPA and test scores – we want to learn about who you are, what you are passionate about and what you can contribute to the Appalachian Community.

Submitting your résumé and personal statement gives us this opportunity. Although not required, we encourage all first-year applicants to submit these through the MyApp portal to improve chances of admission.

**Joe Good Student**  
2011 Graduation Class  
Durham, North Carolina 27708  
1978 Oak Street  
jgoodstudent@duke.edu

**EDUCATION**  
Class 1: Ashland High School  
Durham, North Carolina  
HS 2011 (expected graduation)  
GPA: 3.2  
Rank: 15/220

**EXTRACURRICULAR ACTIVITIES**  
Mentoring: 1 year  
Junior Class Treasurer  
Sports Team: 4 years, Captain – 1 year  
Debate Team: 2 years  
School Newspaper: 1 year, Editor: 1 year

**AWARDS AND HONORS**  
Honor Roll: 3 semesters  
National Honor Society  
Outstanding Student Initiative

**COMMUNITY INVOLVEMENT**  
Initiator for (Honoray): senior class project - volunteered 50 hours  
Tutor and elementary school student at local Middle School

**WORK EXPERIENCE**  
2007-present: Harris Tetter, Durham, NC  
Customer and Product Clerk  
2000-2007: YMCA Summer Camp, Durham, NC  
Camp Counselor: 3 semesters

**REFERENCES**  
Sarah English  
English Teacher  
(919) 765-1943  
sarah.english@duke.edu

Andrew Science  
Chemistry Teacher  
(919) 765-1943  
andrew.science@duke.edu



## LETTERS OF RECOMMENDATION

- Good relationships are important
- Be prepared - give them info about you (see request form) and all the information they will need to submit (deadlines, addresses or websites, etc.)
- Ask early
- Give thanks

**REQUEST FOR RECOMMENDATION**

Please complete this form and email or submit in person to the individual from whom you are requesting a letter of recommendation.

NAME \_\_\_\_\_ Contact # \_\_\_\_\_ Date Needed \_\_\_\_\_

Name of Scholarship or College \_\_\_\_\_

Instructions for submitting Letter of Recommendation \_\_\_\_\_

\_\_\_\_\_

For your BEST counselor recommendation, please complete the information below. Feel free to add anything of importance about you that has not been asked. This form can be used for both college recommendation requests and for scholarship consideration.

1. What 6 words best describe you?
2. What is your career goal and why?
3. What are your 3 greatest strengths? (You can list more.)



## STUDENTS: WHAT CAN YOU DO NOW?

- GET RID OF THE BOX!
  - Comfort zones are detrimental to our growth!
- Attend ACT/SAT Test Prep & follow testing schedule
- Enroll in challenging courses
  - Consider CCP classes
  - No easy senior year schedules!
- Get and stay involved in extracurricular activities
- Establish and maintain good relationships with guidance counselor and teachers
- Visit as many colleges as possible; Ask MANY questions! Overnight visits?
- Create list of schools of interest and research requirements
- Research available scholarships and note deadlines; speak to guidance counselor
- Create "College Action Plan" with timeline that reflects personal goals
- Communicate with UBMS!



## ACTION PLAN

### Upward Bound Math & Science Senior Year College Action Plan

#QOTD: A year from today you may wish you started today.—Karen Lamb

Month	Action Step	Target Date	Notes
July	Attend college visits with UBMS	All Fridays	
August			



## PARENTS: WHAT CAN YOU DO NOW?

- Listen, explore, research, and encourage your student in their college journey
- Continue to have college-focused conversations with your student
  - Goals and Visions
  - Organization
  - Planning
- Challenge your student to reach!
- Support student in connecting college and career
- Fully support UBMS efforts
  - Attendance
  - Communication of struggles, successes, and updates
- Create College Action Plan of your own



## STUDENT/FAMILY TIMELINE SAMPLE

- Junior Year
  - <https://www1.cfnc.org/Plan/For College/Prepare For College/College Planning Timeline/11th Grade.aspx>
  - <https://bigfuture.collegeboard.org/get-started/for-parents/parent-action-plan-11th-grade>
- Senior Year
  - <https://www1.cfnc.org/Plan/For College/Prepare For College/College Planning Timeline/12th Grade.aspx>
  - <https://bigfuture.collegeboard.org/get-started/for-parents/parent-action-plan-12th-grade>



