

Good morning, Class of 2021:

As we work through the 3rd week of school, I wanted to remind all of you of some important things to remember as you navigate your classes. As always, please do not hesitate to contact me if you have any questions, concerns, or would like more information about anything!

Thank you,

Mrs. Goff

Grades, Credits, Eligibility, and Graduation

I know that completing all your schoolwork online has been a struggle for many of you. I want you to know that this has not been easy on all of us but remember your teachers and I are here to help. Please reach out if you are having trouble, have questions, or just need someone to talk to. The more you communicate with all of us, the better we will be able to help. With that being said, I have a few specific points I would like to discuss:

- **Grades**- All the work you are doing now is graded and will determine if you pass or fail a class. The grade you receive is the grade you earned. While your teachers will work with you if you are having technical issues or are not understanding the work, you must still complete the work and turn it in for a grade. Just as with “normal” school, grades matter!
- **Credits**- Although many of you may not need all your classes and the credits you will receive to graduate; you still must earn the required credits. This means you cannot afford to fail any classes at this point. If you fail your classes, you are jeopardizing graduation. I do not want that for any of you. Please work hard and complete all your work so you do not risk your graduation. Again, please ask for help if you need it!
- **Eligibility**- Your grades and GPA do still count towards eligibility. This means if you fail ANY classes or have below a 2.0 gpa, you will not be eligible to participate in athletics or any other activities that require eligibility. This is your senior year and you do not want to miss out on participating because of your grades. Every class counts!
- **Graduation**- Right now is the time to work hard towards graduation. I know things are not easy and we have all had moments of feeling discouraged, but this is a short-term issue. Make the right choice to complete your work, ask for help, and pass your classes so you can graduate!

College Admissions Applications

Many of you have worked hard this summer to complete your college admissions applications. **If you have not begun this process, please do so immediately.** It is imperative that if you are planning on going to college that you start working on your applications. Your college admissions applications are the most important step you can take RIGHT NOW. Scholarships will soon follow, but many colleges/universities require that you apply and be accepted before you can fill out scholarship applications at the individual colleges. To apply to the different colleges, please go to the individual college websites and click the apply now button.

Please fill out the Class of 2021 Transcript Request Form (found on my Teams page and on the school’s website at ahs.bulldogs.org/Guidance) once you have applied to a college so I can send your transcripts.

This is a required form for requesting transcripts. I am obligated to have a written request and this form fulfills that obligation. Thank you for doing this for me!

Scholarships

I will be sending out scholarship listings to you periodically. These listings include scholarships that I have received information on or are aware of. This list is not conclusive and there are many more scholarships available that I have not listed. If you are interested in finding more scholarships, there is a list of websites that are scholarship search engines at the top of every scholarship listing I send out. This process will take time so be prepared to spend quality time working through the list, searching for additional scholarships, and filling out the applications. The scholarship listing will be under "Files" on my Teams page and on our website at ahs.bulldogs.org/Guidance.

Local scholarships, the Chase Foundation Scholarship, and other regional scholarships will not be available until later this fall or early next spring. I will keep you updated on those as I receive notice of when they are due.

To find out more about the Chase Foundation Scholarship, please go to chasefoundation.com, click on scholarships, and then Guidelines for Scholars.

Many colleges and universities have academic scholarships and departmental scholarships. Please check the individual websites for the specific due dates and available scholarships. I will send out information on college scholarships as I receive them, but I have no way of knowing all available scholarships and deadlines for various colleges/universities each of you are applying for.

It is your responsibility to apply for scholarships and for adhering to the deadlines of each scholarship. I am definitely here to help and answer any questions you have, but please be aware of the requirements and deadlines and follow them.

Letters of Recommendation

Many college admissions and scholarships will require letters of recommendation to be submitted with the applications. Here are a few rules you need to follow when asking for a letter of recommendation:

- Only request letters from individuals (teachers, coaches, counselors, principals, community members, church members, etc.) that know you on a personal level and can attest to your abilities and characteristics. You want someone who will express who you are and what you have accomplished rather than someone who merely knows you.
- When requesting letters, you need to give the individual 2 weeks' notice to write the letter. This means, you need to ask for a letter a minimum of 2 weeks BEFORE the application is due. It is disrespectful to ask someone to write you a letter the day before the application is due.
- Provide the following items to the person you have requested to write you a letter:
 - Resume- if you have not completed your resume yet, you will be doing this in your senior English class. You can also work on it on your own so that you have a completed one before asking for a letter of recommendation. Your resume allows the individual writing your letter to include your accomplishments and what you are involved in.
 - Envelope-

- You are responsible for providing an envelope to each individual that is writing a letter of recommendation. If one person is writing three letters for you then you will need to give them 3 different envelopes.
- The letter of recommendation will need to be sealed and the person will need to sign across the seal of the envelope, so colleges and scholarship committees know it is official.
- Sometimes, you will be able to electronically send the letter so you will need to provide the person writing your letter with that information so the letter can be submitted.
- Please follow the format below when addressing your envelopes.

Date Letter Will be Picked Up
Letter of Recommendation Name of Student Name of Scholarship

January 23, 2012
Letter of Recommendation John Torrez CVE Scholarship