

ADMISSION REQUIREMENTS - Learn the Details

Each institution has certain specific admission requirements, which will indicate which high school credits are required and which college entrance tests you must take. Most schools require either the Scholastic Assessment Test (SAT) or the ACT Assessment Test (ACT). Some schools require the THEA test. All schools will have specific admission requirements, procedures, and deadlines listed in the college catalog. Know the course and entrance test requirements for your college. Colleges will not admit you unless you meet the requirements.

APPLICATION FORM - Beware of Deadlines - Some Deadlines are in September

Colleges require that you submit an official application form providing information about your background, previous education, and college plans. At many institutions the form is brief and uncomplicated and can be completed very quickly. At other colleges, particularly competitive institutions, you will be asked to provide detailed information about your academic record, extracurricular activities, work experience, interest, talents, and achievements. Be prepared to give a complete picture of yourself for the college to consider.

All Texas public universities use the same forms called the Texas Common Application. This form is available at www.applytexas.org, where it can be completed and submitted online. Paper copies are available in the LHS Guidance Office.

Private colleges, career schools, two year and community colleges will have their own application forms. Request these application forms early. It may be possible to complete the college application online.

HIGH SCHOOL TRANSCRIPT

Colleges will require that an official transcript of your courses and grades be sent with your application for admission. An official transcript is one that bears the seal of the Texas Education Agency affixed by the LHS registrar that you can actually feel on the paper. Seniors needing transcripts to be mailed to a college or university should go to the office of the Registrar, located in the lower level office center, and complete a *request for transcript* form. You must allow 48 hours for your transcript to be processed and mailed. Please plan accordingly, keeping in mind deadline dates when you request that your transcript be mailed.

ESSAY

Some colleges, particularly four-year private colleges require a personal essay or autobiographical statement. Whether the college requests a general, autobiographical statement or an essay on a specific theme, you should express your individuality in a way that will set you apart from other applicants. The college essay is a chance for you to “talk” directly to the college’s admissions committee and to help them to “see” you as thinking and feeling person rather than simply a set of impersonal statistics. Except for the interview, it is your only chance to share your thoughts, insights, and opinions; to highlight your accomplishments; and to convey your maturity and outlook on life.

Need help writing your essay? See the *Top Ten-Tips for Writing the College Essay* at the National Association for College Admission website www.NACAC.org (click on *Steps To College Online Newsletter*...click on *article*). Have fun.