

# *Senior Night Frequently Asked Questions*

***If we have two teacher recommendations on Naviance and the college only requires one, how does the School Counseling Department know which one to send?***

When students turn in the Counselor/Teacher Recommendation Request Form, students are asked to identify their “primary” and “additional” recommender. If a school on Naviance only allows us to submit one letter, we only submit the letter from the “primary” recommender. If a college requires one but accepts more than one, we will send both.

***If teacher recommendations are optional for a particular college, does the School Counseling Department send none, one, or two?***

We always send recommendations if the college accepts them, even if they are not required. We send both letters when colleges will accept both. Only the letter from the primary recommender (as indicated by the student) is sent if the college only accepts one. The only exception is if the student lets us know he/she does NOT want letters sent, though this rarely happens.

***What are the Junior Questionnaire and the Parent Questionnaire?***

These questionnaires are important parts of the process to help the students’ counselors write recommendations. Counselors use information from these surveys as well as their interactions during senior year to compliment what they already know about students from working with them during their time at WHS and/or reviewing information provided by other counselor(s) who may have worked with the student in the past. This gives us a comprehensive picture of who each student is and how they have grown over time, and allows counselors to craft meaningful and thorough recommendations.

***How can a student check to see when a teacher recommendation has been sent on Naviance?***

You can check directly with the teacher or counselor if a recommendation has been uploaded to Naviance.

***If you have already visited the college for an information session and tour, does the college admissions office automatically know that in their system? Also, if you have already visited the college for a session and tour, should you also meet with the reps when they visit WHS? Is this recommended or is it overkill?***

Most colleges keep track of students who visit campus, see reps at their high schools, or make other kinds of contacts, and will know this about the student if he/she applies. But the important piece to focus on is meaningful “engagement” with the college. The simple act of visiting a college or meeting the rep at WHS may not matter in the admissions process. Follow up with the people you meet, ask thoughtful questions, and interact with the college in ways to make sure you know it’s a good fit for you. Visiting a college and also seeing a rep at WHS would never be overkill, but consider reaching back out to the admissions representatives you met. An example of meaningful engagement could include thanking them for the visit and sharing something meaningful you may have learned. The personal touch may help the rep remember you better during application review time.

***Should you list the other schools on the “early action” school’s application where it asks where else you are applying?***

While it probably doesn’t matter, it may be best to leave it blank if the question is optional. Some schools may make assumptions about how likely you would be to attend if accepted based on how their school compares to the others you are applying to and possibly by the order in which you list them. If you do choose to list the other schools, list them alphabetically.

***How soon after a transcript request is made are the transcript and recommendations sent?***

The answer to this varies. As long as the Recommendation Request Form is submitted, colleges are added to Naviance, and transcripts are requested by the WHS deadlines, materials will be sent out by the college’s application deadline. We try to send the complete package of transcript, counselor letter and teacher letter(s) all together. This means that items will be sent as soon as the last letter has been uploaded to Naviance.

***If a particular college has rolling admissions and indicates that a student’s probability of admission is enhanced the earlier they apply, do you automatically send these transcript packages out immediately or does this request have to be communicated to my counselor?***

Students should communicate to their counselor and teachers about rolling admissions applications they are submitting early. We will do our best to get your materials out as soon as possible. Also understand however, that the advantage in applying early for a rolling admissions school is more in applying in the fall rather than in the winter or spring. There is likely no advantage in getting applications and materials in by October 1 instead of November 1.

***How is the teacher notified of the application deadlines?***

It is the student’s responsibility to notify their recommending teachers of their earliest application deadline, and they must give teachers at least four weeks notice before deadlines to ensure there is enough time to write it.