

OHS FRESHMAN CHECKLIST



from your Counselor & Career Coach

- ☐ **Be informed:**
 - ☐ Get in the habit of checking your school email often.
 - ☐ Know how to get in touch with your School Counselor, Mrs. Megan Hastings:
Email—mhastings@ocsredskins.com
Appointments—calendly.com/hastingshelps
 - ☐ Know how to get in touch with your Career Coach, Mrs. Nicole Tolbert:
Email—ntolbert@ocsredskins.com. Appointments—calendly.com/tolbertcareercoach
 - ☐ Follow us, **your College and Career Team, on social media:** On Instagram, @oneonta.college.career and *Oneonta College and Career Team* on Facebook.
 - ☐ Join **The College and Career Team Google Classroom** (join code: 6iec2bz)
 - ☐ Download the PowerSchool and ParentSquare App to receive updates and info.

- ☐ **Connect:** Visit College Recruiters/Armed Forces/Business Professionals when they come to your campus. **Look out for College and Career Night to be this fall!**

- ☐ **Be involved:** Get involved in school activities and organizations. Participate in quality volunteer/community service activities. These look GREAT on a resume and offer meaningful experiences! Run for office, don't be a member in name only, join clubs/get involved, and update your portfolio/resume at the end of the semester.

- ☐ **Create a digital high school portfolio** in your personal email/google drive.
 - Include goals, plans, accomplishments (this will become your resume eventually).
 - Collect and organize your career research including interest assessment results, 4 year plans, plus college and scholarship information; keep copies of report cards and awards.
 - Update every spring after Awards Day.

- ☐ **Did you complete your four year plan?** We did this in 8th grade. Ask one of us if unsure.

- **Set SMART Goals:**
 - **S**pecific - There is a specific goal that you want to achieve
 - **M**easurable - Your progress can be measured
 - **A**ttainable - The goal should be possible to achieve
 - **R**ealistic - A realistic goal is something that is reasonable for you to do
 - **T**ime-Related - You have a time frame for achieving your goal

- **View Your Transcript:**
 - Remember, your grades will count toward college and will show up on your permanent record. A tougher curriculum can increase your chances of scholarship and admissions selection. Colleges and employers will be looking at your academic efforts.
 - If you get behind in credits, make an appointment with your counselor and create an intervention plan ASAP.

- **Explore your interests and learn your strengths:**
 - Take a Career Quiz at <https://www.mynextmove.org/> or alabamaworks.alabama.gov or al.kuder.com or 16personalities.com.
 - You'll take the *YouScience Discovery Assessment* this year during Career Prep. Once you have your results, you can browse your individualized YouScience aptitude and career interest results at signin.youscience.com (sign in with your school google account). You'll have access to your results for 10 years!

- **Tap into your Boss Energy**
 - **GPA (grade point average) starts counting now for your high school records!** Build a good foundation for your high school GPA. Colleges will first look at your GPA and then your ACT score.
 - Then, they'll see what activities you're **involved** in or if you have a job or community service experience. Impress them by balancing it all and being a **well-rounded student**.
 - Future employers also like to see that you can balance school with something else: work, activities, etc.
 - **Foster relationships** with your teachers, coaches, supervisors, club sponsors, counselor, and career coach. You will likely ask them for letters of recommendation one day.
 - Find out how you learn best. **Develop study habits and organizational skills** that will help you succeed! When in doubt or in need, ask for help!
 - **Be aware of your digital footprint.** Make sure your personal email is professional and can be long-lasting.

The decisions you make during high school can affect you for a lifetime. Choose wisely. We are here to help you confidently pave your path ahead!

