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|               | <p style="text-align: center;"><b>THE RENAISSANCE CHARTER SCHOOL</b><br/> <b>SENIOR SEMINAR SYLLABUS</b><br/> <b>2012-2013</b></p>                                                                                                                                            |
| Teacher:      | Maura Malarcher, Girelle Guzman, Ana Falla Riff                                                                                                                                                                                                                               |
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| Website:      | <a href="http://www.trcscollegeoffice.blogspot.com">www.trcscollegeoffice.blogspot.com</a>                                                                                                                                                                                    |
| Office Hours: | To Be Announced                                                                                                                                                                                                                                                               |

The College Office of the Renaissance Charter School, in keeping with the mission of our school, is dedicated to developing leaders with an abiding respect for peace, human rights, the environment, and sustainable development. We strive to foster educated, responsible, and humanistic young leaders who have a thorough understanding of New York City's unique heritage and who will spark a "renaissance" in our city. We seek to prepare students to become independent learners with unconditional regard for others and themselves, able to achieve academic success and acquire the skills they need to participate productively as global citizens.

## **I. Class Description**

Seniors complete their college, scholarship, and financial aid applications. In addition to discussing the mechanics of applications and college-level writing, college bound classes address the stresses of transitioning to college and the challenges of freshmen year. The topics range from choosing a roommate to creating a successful study environment in a dorm or at home. Once all colleges have responded, seniors meet with members of the College Bound team to discuss their options, which include financial considerations. Moreover, students work on their writing, research and critical reading skills. They are required to submit a ten-page research paper that meets college-level standards. Each semester students complete at least 20 hours in a leadership program in order to pursue their interests and to explore their curiosity outside of the classroom.

## **II. Class Objectives**

By the end of this class students will:

- Demonstrate understanding of the college application process.
- Demonstrate understanding of the financial aid application process.

- Apply to at least one college.
- Complete the first draft of a ten-page research paper.
- Obtain and use a public library card.
- Update a college bound resume
- Participate in a Leadership Program activity and will submit all required documentation

### III. Class Credits

Students will receive 1.0 credits for the fall semester and 1.0 credits for the spring semester.

### IV. Required Texts and Materials

Three-ring binder, one pack of loose leaf, five dividers, pens, pencils, planner

### V. Class Policies: Grades

| Assessment         | Percent of Grade |
|--------------------|------------------|
| Literacy Skills    | 50%              |
| Leadership Program | 40%              |
| College Prep       | 10%              |
| <b>Total</b>       | <b>100%</b>      |

Students are required to fulfill all assignments as listed on attached checklists. Deadlines will be posted on the College Office's Blog Calendar <http://trcscollegeoffice.blogspot.com/>

### VI. What we expect from you:

**What happens if I am absent?** If you are absent, email teacher to request work immediately.

**What happens if I am late to class?** You will miss work and credit which will negatively impact your grade. Lateness may also result in a call or email to your parents/guardian.

**Academic Conduct Policy:** See TRCS Student Handbook.

**Late Work Policy:** Late work is not accepted unless there is a documented extenuating circumstance.

**Grades of Incomplete:** Please consult the TRCS Student Handbook.

### VII. Schedule\*

| Month     | Topics to be Discussed in Class                                                                                                                                                                                                                                                                                                                                                                                                                            |
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| September | <ul style="list-style-type: none"> <li>● Introduction to College Bound <ul style="list-style-type: none"> <li>○ Literacy Skills</li> <li>○ Leadership Program</li> <li>○ College Prep</li> <li>○ Application Procedures Review</li> </ul> </li> <li>● Introduction to College Application Essays <ul style="list-style-type: none"> <li>○ Extracurricular Activity 150 Word Essay - Draft 1</li> <li>○ 150 Word Essay - final draft</li> </ul> </li> </ul> |

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|                 | <ul style="list-style-type: none"> <li>● Brushstroke #1 - Appositives</li> <li>● Overview of Leadership Program <ul style="list-style-type: none"> <li>○ Research Process</li> <li>○ Intro to resume: what does your resume say about you?</li> </ul> </li> <li>● Transcript Review <ul style="list-style-type: none"> <li>○ Graduation Requirements</li> <li>○ Finalize Transcript Corrections</li> </ul> </li> <li>● The College Search <ul style="list-style-type: none"> <li>○ The Great Sorting Game</li> </ul> </li> <li>● Managing Expectations <ul style="list-style-type: none"> <li>○ Admissions Plans</li> </ul> </li> <li>● CUNY College List</li> </ul>                                                                                                                                                                                                                                                                  |
| <b>October</b>  | <ul style="list-style-type: none"> <li>● Person of influence - Draft 1</li> <li>● Significant Experience - Draft 1</li> <li>● Brushstroke #2 - Participles</li> <li>● Select one of the above Personal Profile Questions (PP1) <ul style="list-style-type: none"> <li>○ Draft #2 of PP1</li> </ul> </li> <li>● Leadership Program <ul style="list-style-type: none"> <li>○ Submit required documentation to prove enrollment in leadership program, internship or job.</li> <li>○ Introduction to Journal Entries</li> <li>○ Final draft resume</li> </ul> </li> <li>● Resume Update (What Does Your Resume Say About You?)</li> <li>● SAT I Administration</li> <li>● College Application Checklist</li> <li>● National Hispanic College Fair</li> <li>● Transcript Corrections Finalized</li> <li>● Submission of CUNY Application</li> <li>● The Common Application</li> <li>● Early Action/Early Decision Applications</li> </ul> |
| <b>November</b> | <ul style="list-style-type: none"> <li>● PP1 Final draft</li> <li>● Remaining personal profile question (PP2) - Draft #2</li> <li>● National Labor Relations Board Presentation</li> <li>● Leadership Program Journal Entries and Time Logs</li> <li>● Brushstroke #3 - Nouns and verbs</li> <li>● SUNY College List</li> <li>● Private College List</li> <li>● Early Action/Early Decision Applications</li> <li>● Introduction to Financial Aid <ul style="list-style-type: none"> <li>○ Free Application for Federal Student Aid (FAFSA) Caster</li> </ul> </li> <li>● Self-Reflection <ul style="list-style-type: none"> <li>○ Review of Progress Report</li> </ul> </li> </ul>                                                                                                                                                                                                                                                   |
| <b>December</b> | <ul style="list-style-type: none"> <li>● PP2 - final draft</li> <li>● Brushstroke #4 - Absolutes</li> <li>● Leadership Program Journal Entries and Time Logs</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

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|              | <ul style="list-style-type: none"> <li>● Final Submission of All College Applications</li> <li>● Setting Goals for the New Year</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                         |
| January      | <ul style="list-style-type: none"> <li>● Brushstroke #5 - Adjectives Out of Order</li> <li>● Brushstroke Review</li> <li>● File FAFSA</li> <li>● Tuition Assistance Program (TAP)</li> <li>● Mid-Year Reports</li> <li>● Leadership Program Journal Entries and Time Logs</li> <li>● Submission of Supervisor Evaluation</li> </ul>                                                                                                                                                                                                |
| February     | <ul style="list-style-type: none"> <li>● Introduction to Research Paper</li> <li>● Choosing Research Paper Topic</li> <li>● Choosing a Research Question</li> <li>● Plagiarism <ul style="list-style-type: none"> <li>○ Paraphrasing</li> <li>○ Summarizing</li> </ul> </li> <li>● Leadership Program Journal Entries and Time Logs</li> <li>● Transcript Review</li> <li>● Self-Reflection</li> <li>● Financial Aid Packages</li> </ul>                                                                                           |
| <b>March</b> | <ul style="list-style-type: none"> <li>● Research Strategies Continued</li> <li>● Bloom's Taxonomy</li> <li>● Introduction to Owl Purdue Website</li> <li>● Using the Library <ul style="list-style-type: none"> <li>○ Research Databases</li> <li>○ Evaluating Websites</li> </ul> </li> <li>● Leadership Program Journal Entries and Time Logs</li> <li>● Progress Report Review <ul style="list-style-type: none"> <li>○ Self-Assessment</li> </ul> </li> <li>● Choosing a College</li> <li>● Financial Aid Packages</li> </ul> |
| <b>April</b> | <ul style="list-style-type: none"> <li>● Toulmin Method</li> <li>● Counter Arguments and Rebuttals</li> <li>● Using the Library <ul style="list-style-type: none"> <li>○ Research Databases</li> <li>○ Evaluating Websites</li> </ul> </li> <li>● Leadership Program Journal Entries and Time Logs</li> <li>● Choosing College/Deposit</li> <li>● Getting to Know Your College - Researching and Utilizing College Resources</li> </ul>                                                                                            |
| <b>May</b>   | <ul style="list-style-type: none"> <li>● Introduction to Paragraph Writing</li> <li>● Introduction to Note-Taking</li> <li>● Research Paper Writing/First Draft</li> </ul>                                                                                                                                                                                                                                                                                                                                                         |

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|             | <ul style="list-style-type: none"> <li>● Leadership Program Journal Entries and Time Logs</li> <li>● Submit Leadership Program Supervisor's Evaluation #2</li> <li>● Researching and Utilizing College Resources</li> <li>● Utilizing the Career Center at College</li> </ul> |
| <b>June</b> | <ul style="list-style-type: none"> <li>● Class Survey</li> <li>● Graduation Requirements Review</li> <li>● End of Year Reflection</li> <li>● End of the Year Reports</li> </ul>                                                                                               |

\* Note: The schedule and the syllabus are subject to revision.