

The High School Application Process

7th Grade Parents and Guardians

Things To Consider

- Understand the competitive nature of specific schools and programs, and make choices that are realistic
- Research admissions rubrics for screened programs
- Research schools thoroughly and visit as many as possible
- What kinds of extracurricular activities does a school have?

PSAL sports?

Advanced placement courses?

Foreign language options?

Length of commute?

Size of school?

- <https://patch.com/new-york/new-york-city/new-york-citys-best-high-schools-2017-rankings>

HS Admissions Timeline

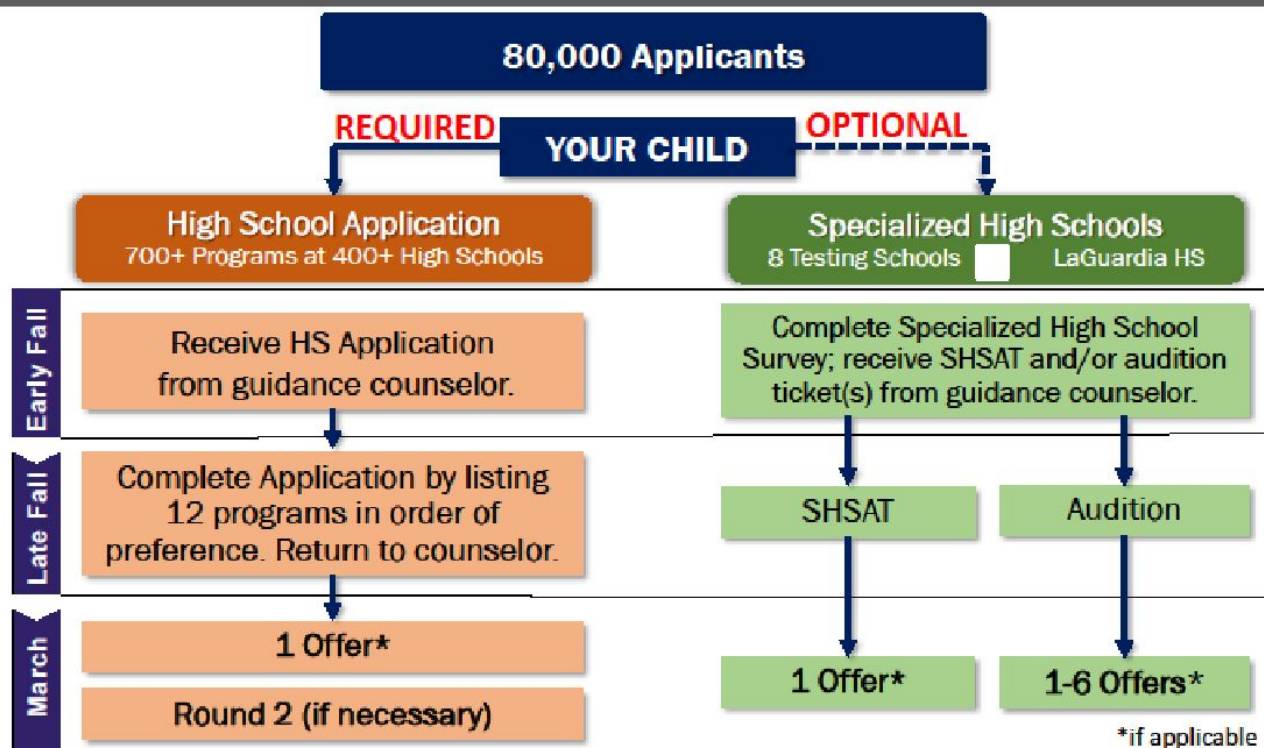
Mid September	SHSAT Registration and LaGuardia High School Audition – Registration through counselors
Saturday September 16 & Sunday September 17 th	Citywide High School Fair
October	Schools distribute HS Applications
Saturday October 14 th & Sunday October 15 th	Borough High School Fairs
Saturday October 22 nd or Sunday October 23 rd	SHSAT Exam
Late November	Round One High School Applications due back to Counselors
March	Round One Results (includes SHSAT offer where applicable)
March	Round Two and New Schools Fair
Mid/late March	Round Two Applications due back to Counselors
May	Round 2 results and opportunity to appeal
June	Appeal Results

September & October

Request For Testing & High School Application

HIGH SCHOOL ADMISSIONS

A Basic Overview



Audition & Tests

For Specialized High Schools

Audition	Fiorello H. LaGuardia High School of Music & Art and Performing Arts	
	Dance	Drama
	Instrumental Music	Technical Theatre
	Fine Arts	Vocal Music
Take the Specialized High Schools Admissions Test (SHSAT)	The Bronx High School of Science	
	High School of American Studies at Lehman College	
	Brooklyn Technical High School	
	The Brooklyn Latin School	
	Stuyvesant High School	
	High School for Mathematics, Science and Engineering at the City College of NY	
	Queens High School for the Sciences at York College	
	Staten Island Technical High School	

Specialized High School Timeline

Mid - September	SHSAT Registration and LaGuardia High School Audition Registration through counselors via Survey
October (the week of exam)	Test/Audition Tickets distributed to students
Saturday, October 21 and Sunday, October 22	SHSAT: All 8 th graders Stuyvesant High School, 345 Chambers Street, NY, NY
Sunday, October 29 Saturday, November 4	SHSAT <ul style="list-style-type: none"> • 8th grade ELL Learners • Students with IEP's • Students with 504 Plans
Saturday, November 4 Sunday, November 5	LaGuardia High School Auditions begin
Early March	Round 1 results distributed (including Specialized High School results)

How To Request Testing

Register through
Guidance Counselor

- Between Mid September to October 13th
- Make sure to notify of any accommodations or Religious Observance.

Receive Test/
Audition Ticket(s)

- From the Guidance Counselor one week before testing
- Student must **bring ticket** to SHSAT or LaGuardia Audition!

Check your Ticket(s)

- Correct student info (name, ID#, grade)
- Correct test date and location
- Confirm testing accommodations (if applicable)

SHSAT – High School Choices

After you Register

Guardian and student complete the grid on the test ticket indicating student preferences for Specialized Testing High Schools.

On Test Day

Students enter these **SAME** preferences on their answer sheet.

After the Test

ONLY choices on the test day answer sheet are final.

EXAMPLES OF CORRECT GRID 5

5. CHOICES OF SPECIALIZED HIGH SCHOOLS

Indicate your school choice in order of preference.

- Fill in only one school for each choice.
- You **must** fill in a first choice school.
- Fill in only one circle in a row and only one circle in a column.

School choices indicated on the answer sheet are final.

SCHOOLS	CHOICES							
	1st choice	2nd choice	3rd choice	4th choice	5th choice	6th choice	7th choice	8th choice
Bronx Science	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Brooklyn Latin	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Brooklyn Tech	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
HS Math, Sci., & Engineering	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
HS American Studies/Lehman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Queens Sci./York	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staten Island Tech	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Stuyvesant	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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HS American Studies/Lehman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Queens Sci./York	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Staten Island Tech	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Stuyvesant	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

You **MUST** fill in a first choice school.

Changes To SHSAT

- Increased time from 150 minutes to 180 minutes
- Verbal section now called english language arts- broken down in to two sections: revising/editing and reading comprehension
- Grid-in mathematical problems- solve computational questions and bubble in numerical answer
- Four response choices instead of five on multiple choice

APPLYING TO SPECIALIZED HIGH SCHOOLS

SHSAT Scoring and Offers

- During the SHSAT, students list the Specialized Testing High Schools in order of preference on the answer sheet. **These choices are final.**
- The answer sheet, not the test booklet, is scored. All responses must go onto the answer sheet.
- Students' test scores are placed in order from the highest score to the lowest score. Offers are made based on:
 - student's score
 - student's priority of schools as listed on the answer sheet
 - seat availability
- Once a student has taken the SHSAT or auditioned for LaGuardia, that means the student has applied to the corresponding specialized high schools.

APPLYING TO SPECIALIZED HIGH SCHOOLS

Preparing for LaGuardia High School Auditions

- **CHOOSE** which studio or studios you'd like to audition for
- **REVIEW** the Specialized High Schools Student Handbook and NYC High School Directory for:
 - Audition dates
 - Audition locations
 - Details on what to prepare
- **PREPARE** portfolio, audition, or essay (*different for each program*)
- **PRACTICE!**

******BRING** report card from previous academic year to audition

******Bring** food and water.

SUBMIT information about accommodations for your auditions, including documentation, to LaGuardia High School (for students with an IEP, 504 Plan, or English Language Learners)

Receive & Review High school Application

- Note: Information is pre-populated for students who attended a public school the prior year.
- Ask Yourself:
 - Is all this information correct?
 - If information is missing or incorrect, speak with your guidance counselor.
- Do I have a zoned school listed?
- If yes, these program codes will appear on the application.

Submit 12 Choices on High School Application


Student Name _____ Student ID _____ School DBN _____

SPECIALIZED HIGH SCHOOLS ADMISSIONS TEST (SHSAT)

If you are interested in taking the SHSAT, please meet with your guidance counselor by Tuesday, October 21, 2014 to register. Do not list any of the Specialized High Schools below.

FIGURE H. LAGUARDIA HIGH SCHOOL OF MUSIC & ART AND PERFORMING ARTS (LAGUARDIA)

Admissions to LaGuardia require that students audition for one or more of the studios listed below. If you are interested in auditioning, please meet with your guidance counselor by Tuesday, October 21, 2014 to register. Do not list LaGuardia below.

 Visual Arts  Dance  Instrumental Music  Vocal Music  Drama  Technical Theatre

HIGH SCHOOL PROGRAM CHOICES

In your priority order, write down the program code, program name and school name for up to 12 choices. Refer to the 2014-2015 High School Directory and the Important Things to Consider Before You Apply on page 2 for more information.

Choice Order	Program Code	Program Name	School Name
1	5341	Science and Math	Chambers Street High School

Choice Order	Program Code	Program Name	School Name
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

REQUIRED SIGNATURES

Applications that are not signed will be considered incomplete and will not be processed by your guidance counselor. Appeals will not be considered on the basis of missing or forged signatures.

Parent/Guardian Signature _____ Date _____ Student Signature _____ Date _____

Parent/Guardian Name (Print) _____

For School Use Only:

Guidance Counselor - please review all information indicated on this application and make any changes as needed in ATS, STARS, and/or SEMS. Please note that a copy of this application must be retained for six years including the year of application per Chancellor's Regulation A-609 and NYSED Records Retention and Disposition Schedule ED-1.

Guidance Counselor Name (print) _____ Phone Number _____ Guidance Counselor Signature _____ Date _____

✓ Enter your 12 High School Application program choices here.

Sign and return to homeroom teacher by deadline

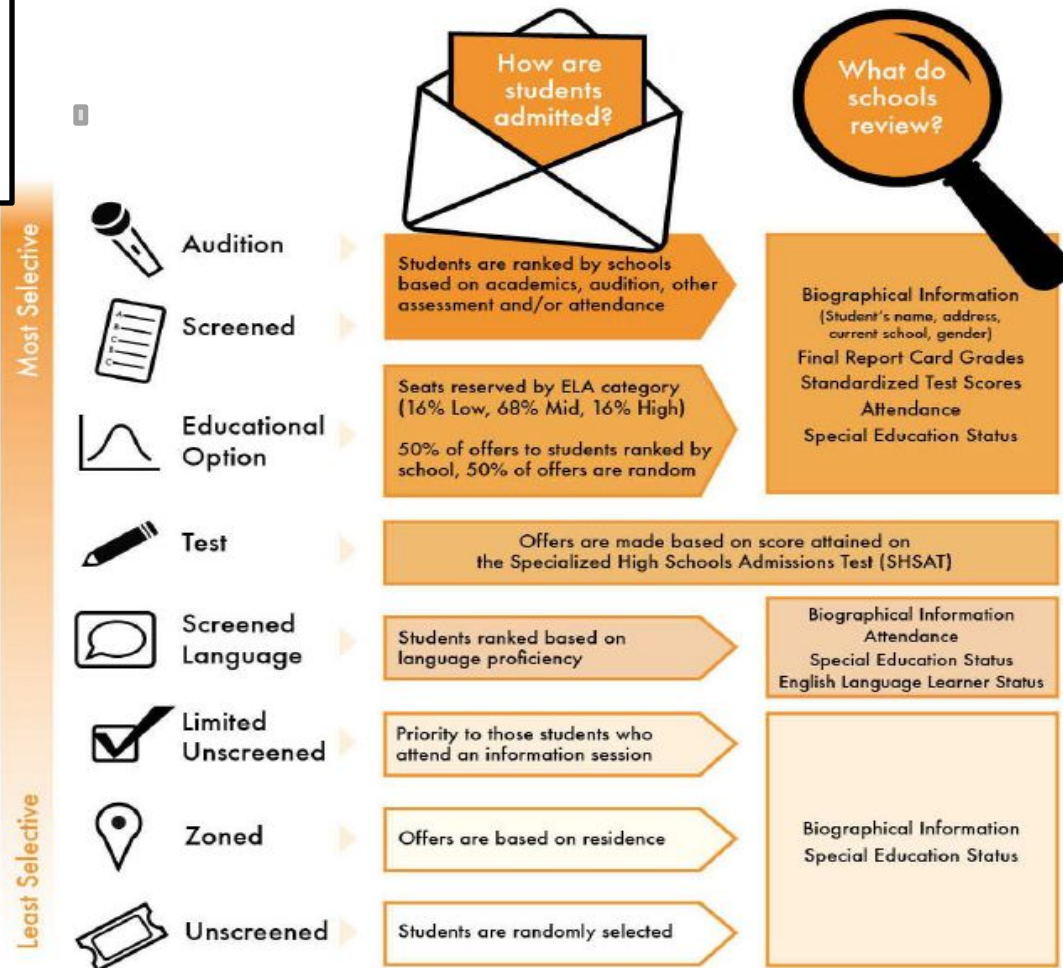
X Do not list Specialized High Schools.

List your schools in order of true preference

High School Admission Methods

Please consider a mix of admission methods for your child's application.

The Types of High School Admissions Methods



How To Find A School's Admissions Method

High School for Environmental Studies | 02M400

SCHOOL OVERVIEW

Our mission is to provide a unique and challenging curriculum so that our students achieve high standards of excellence. We provide applied learning experiences and hands-on programs that focus on the environment. It is the further mission of our school for families, students, administration, and staff to collaborate to identify issues, define goals, formulate policies, and implement activities. Our Environmental Seminar provides all ninth graders with individualized attention and helps students to develop their skills in an environment that fosters risk-taking and independent growth. Everyone in the HSES community is committed to excel, as all learners are challenged, motivated, and provided with an open avenue of communication.

10th Grade Seats Also Offered

ACADEMICS

- iLearnNYC: Program for expanded online coursework and self-paced learning
- Honors Academy, Environmental Internship/Career and College Advisory, CUNY College Now, Blue Star Financial Literacy, SAT Prep
- Senior Thesis, SUNY College of Environmental Science and Forestry (SUNY-ESF) courses in Writing in the Environment & the Global Environment
- Sponsors for Educational Opportunities (SEO), Writing Center, Science Research, Forensic Science, Chorus, Art and Ceramics
- Yoga, Alvin Ailey American Dance Theater; Beginning and Advanced Instruments

English Language Learner Programs: English as a New Language

Language Courses: French, Italian, Spanish

Advanced Placement (AP) Courses: Biology, Calculus, Chemistry, Economics, English, Environmental Science, Human Geography, Physics, Spanish, US Government and Politics, US History, World History

ACTIVITIES

Art, Badminton, Board Games, Envirothon, Fantasy Science Fiction, Leadership Class, Literature, Marketing/Public Relations, Model UN, Multicultural Aspects, National Honor Society (Arista), Photography, Student Government, Weight Training, Yearbook, Youth Environmental Stewards (YES), Yoga, Salsa Dance, Marketing/Public Relations, Video games/Sci-Fi/Fantasy, Math Team, French

PSAL Sports—Boys: Baseball, Basketball, Cross Country, Handball, Soccer, Tennis, Volleyball

PSAL Sports—Girls: Basketball, Handball, Soccer, Softball, Tennis, Volleyball

PERFORMANCE

- 82% of students graduate in four years
- 73% of students enroll in college or career programs
- 89% student attendance
- 88% of students free of discipline in the hallways, bathrooms, lunchroom, and cafeteria
- 80% of students feel that this school offers a wide enough range of programs, classes, and activities to keep them interested in school

Search 02M400 at schools.nyc.gov/accountability for more about this school's performance.

SCHOOL INFORMATION

Neighborhood: Clinton

Address: 444 West 56th Street, Manhattan NY 10019

Shared Space: Yes

Site Accessibility: Not Accessible

Phone: 212-262-8113 • Fax: 212-262-0702

Email: ANajmi@schools.nyc.gov

Website: www.envirostudies.org

Subway: 1, 2, A, B, C, D to 59th St-Columbus Circle; E to 50th St; N, Q, R to 57th St

Bus: BxM2, M10, M104, M11, M12, M20, M31, M5, M50, M57, M66, M7, X1, X12, X14, X30, X42, X7, X9

SCHOOL LIFE

Grade Span: 9-12

Total Students: 1,259

Typical 9th Grade Schedule: 7:30am-3:45pm

Community Service Expected • Internships • Saturday Programs • Summer Orientation

PROGRAM ADMISSIONS

Program Name	Code	Interest Area	Admissions Method	Prior Year Admissions					
				Type	Seats	Filled	Applicants	Applicants Per Seat	10 th Grade Seats Offered
Environmental Studies	M41C	Humanities & Interdisciplinary	Ed. Opt.	GE SWD	225 45	Y Y	2,422 405	11 9	Yes – 20
Admissions Priorities: • Open to New York City residents Program Description: Interdisciplinary approach emphasizing environmental studies: the natural environment, the urban environment, and environmental ethics. Students engage in research, environmental projects and internships, and complete a senior thesis.									
Honors Academy	M41D	Environmental Science	Screened	GE SWD	25 5	Y N	1,007 38	40 8	Yes – 10
Admissions Priorities: • Open to New York City residents Program Description: Mathematics and science research, work in university laboratories. Selection Criteria (prior year ranges—learn more in the introduction): • Course Grades: English (88-100), Math (85-100), Social Studies (88-100), Science (87-100) • Standardized Test Scores: English Language Arts (2.6-4.5), Math (2.8-4.5) • Attendance and Punctuality									

Admissions Method: Screened

Screened programs rank students based on criteria that may include final report card grades, ELA and math state test scores, and attendance and punctuality from the prior school year.

Screened programs may also have additional requirements, such as an interview, essay, or an on- site exam, which is listed in the directory and/or the schools website.

It is the responsibility of the student and family to sign up or complete the additional activities.



Admissions Method: Audition

Audition programs rank students based on a performing arts audition or arts portfolio. Schools may also look at students' academic performance, attendance, and punctuality from the prior year.

Audition requirements, dates, and times are included in the directory or on the schools website.

Tickets are only required for LaGuardia. Students will not receive tickets for other school auditions!!!

□ *Review information on audition dates and times in the Directory and school website*



Admissions Method: Educational Option (Ed. Opt)

Educational Option, or Ed. Opt., programs are meant to serve students who perform at diverse academic levels. These programs admit students who have high, middle and low reading levels.

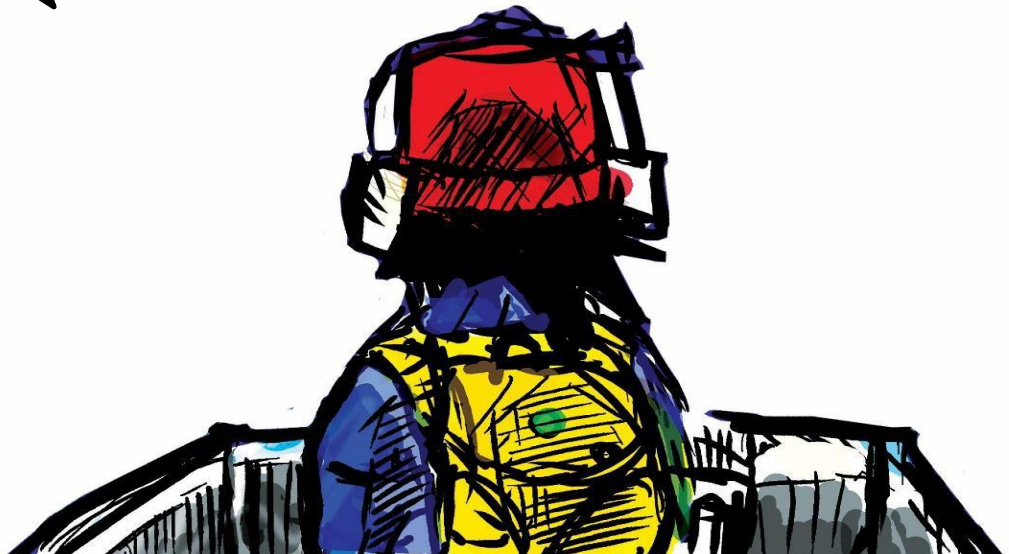
Half of the students in each reading level group will be selected based on the school's rankings of the students using multiple criteria. The other half will be selected randomly for each reading level.



Admissions Method: Limited Unscreened

Limited
Unscreened
programs give
priority to students
who sign in at an
Information
Session, Open
House or Fair.

- ☐ *Go to every Open House and Tour for every limited unscreened program I'm interested in attending in 9th grade.*
- ☐ *Write my name clearly and include my child's student ID number on the sign in sheets*



Admissions Method: Screened For Language

Admission is based on a student's level of knowledge of the English language and, in some cases, on home language. English Language Learners have priority for these programs.

- Check eligibility under Admissions Priorities on each school's Directory page to find out if a program has a language requirement



Admissions Method: Zoned

These programs offer guaranteed or prioritized admissions for students who live in the Zone.

- ☐ *Check schools.nyc.gov/schoolsearch/ or my application to see if I have a zoned school*



Letter From Guidance Counselor Regarding Suggestions For Application

104

SIMON BARUCH MIDDLE SCHOOL 104

330 EAST 21ST STREET, NEW YORK, NY 10010 TEL: 212-674-4545 / FAX: 212-477-2205

Rocco Macri
Principal

Chris Comparetto
Assistant Principal

Michelle McCaffrey
Assistant Principal

Anne Nugent
Assistant Principal

Dear Parent/Guardian:

As the 8th Grade Guidance Counselor it is my responsibility to review every High School Application.

Upon reviewing _____ Class _____

It has come to my attention that:

____ Grade(s) may not meet screened high schools requirements
ELA ____ Math ____ Science ____ S.S. ____ Other: _____

____ ELA/Math test scores may not meet screened high schools requirements ELA Score ____ Math Score ____

____ Attendance may affect acceptance into screened high schools. Screened High Schools are looking for less than 10 lateness and absences combined.

____ Student has only ____ choices on their application and should consider adding more schools.

____ Student has only screened programs on their application and should consider adding Ed.Opt and Limited Unscreened high schools as well

____ Student has an ineligible choice on their application (please check his directory for requirements of program)

____ Please consider adding more Ed.Opt and Limited Unscreened high schools.

____ Please consider screened schools with grade requirements of 80 and above.

Other:

In order to increase your chances of receiving a match, please take the above information into consideration. Please review the application and feel free to make any changes that you feel necessary. If you would like the application to remain the same or make changes, please sign and check the appropriate line. Please return this form and application to my office by **Wednesday, December 17, 2015.**

Sincerely,
Iris Adames
8th Grade Guidance Counselor

____ I would like the application to remain the same

____ I have made changes to the application

Parent/Guardian Signature

Date

Student Name and Class #

Phone Number

The High School Application Receipt

High School Application Receipt



Student Enrollment
Management System

Round 2

CONFIDENTIAL

CONFIDENTIAL

Student's Name: HEWITT, CHEVONNE G (213430886)

Date Printed: 07/03/2012 02:41:46 PM EDT

Choice	Program Code	Program Name	School Name	Selection Method	Program Alerts/Messages
1	Q32A	TEACHING INSTITUTE	QUEENS HIGH SCHOOL OF TEACHING, LIBERAL ARTS AND THE SCIENCES	Ed. opt.	- Check your travel time to this school. You can use www.hopstop.com .
2	Q16Z	ZONED PROGRAM	BENJAMIN N. CARDOZO HIGH SCHOOL	Zoned	- School is designated as "In Need of Improvement". Review HS Directory pages xvii and xviii. - Check your travel time to this school. You can use www.hopstop.com .
3	Q20K	MATH AND SCIENCE RESEARCH	FRANCIS LEWIS HIGH SCHOOL	Screened	- School is designated as "In Need of Improvement". Review HS Directory pages xvii and xviii. - Check your travel time to this school. You can use www.hopstop.com .
4	Q19Z	ZONED PROGRAM	FOREST HILLS HIGH SCHOOL	Zoned	- School is designated as "In Need of Improvement". Review HS Directory pages xvii and xviii. - Check your travel time to this school. You can use www.hopstop.com .
5	Q12Z	ZONED PROGRAM	BAYSIDE HIGH SCHOOL	Zoned	- Check your travel time to this school. You can use www.hopstop.com .
6	Q84A	PREPARATORY ACADEMY FOR WRITERS	PREPARATORY ACADEMY FOR WRITERS: A COLLEGE BOARD SCHOOL	Limited Unscreened	- Priority is given to students who attend an information session.
7					
8					
9					
10					
11					
12					

Application Alerts/Messages

There are no application alerts/messages.

Parent/Guardian/Student: Please review this receipt and immediately notify your guidance counselor if you would like to request any changes to your application.



How Is Your Offer Determined?

Seat Availability

Determines how many seats are available for each program.

Admissions Priorities

Determine the order in which applicants are considered for placement in the match process.

Admissions Methods

The various ways that programs consider applicants.

- Screened
- Screened: Lang. & Academics
- Audition
- Educational Option
- Screened for Language
- Limited Unscreened
- Unscreened
- Zoned

Choices on Application

Because student choices are not viewable to the programs, the application allows students to express their true preferences.

Student Offer

Seat Availability

How Does It Affect The Offer

- Review the number of **available seats** in a program and the number of **applicants**.
- Demand, or the number of **Applicants per Seat**, will affect your likelihood of being matched.

Examples:

Program with Average Demand

High School of Economics and Finance Prior Year Admission			
Grade	Seats	Applicants	Applicants per Seat
9	167	1,637	10 per seat

Program with High Demand

Baruch Prior Year Admissions			
Grade	Seats	Applicants	Applicants per Seat
9	93	5,447	59 per seat

March

Results And Round 2

Round 1-The main round and Specialized High School results letters are distributed.

NOTE: The only time a student will receive more than one acceptance for a high school is if s/he gets into one of their 12 choices, a Specialized High School, and/or LaGuardia.

If you do not receive a Round 1 offer or are interested in exploring other high school programs:

- You can fill out a Round 2 application and choose from a new list of programs with availability.
- A Round 2 offer replaces a Round 1 offer.
- If you are still unmatched in Round 2, you will be placed in a program with availability.
- All students receive an offer at the end of Round 2 in May.
- If you wish to appeal your offer, you may do so after Round 2 results are distributed. Appeals are only granted under strict circumstances (based on medical issues, safety issues, data entry errors, applying to new small high schools, accessible site requirements, and travel hardship).

Tips for the High School Admissions Process

EXPLORE MANY OPTIONS & KEEP AN OPEN MIND

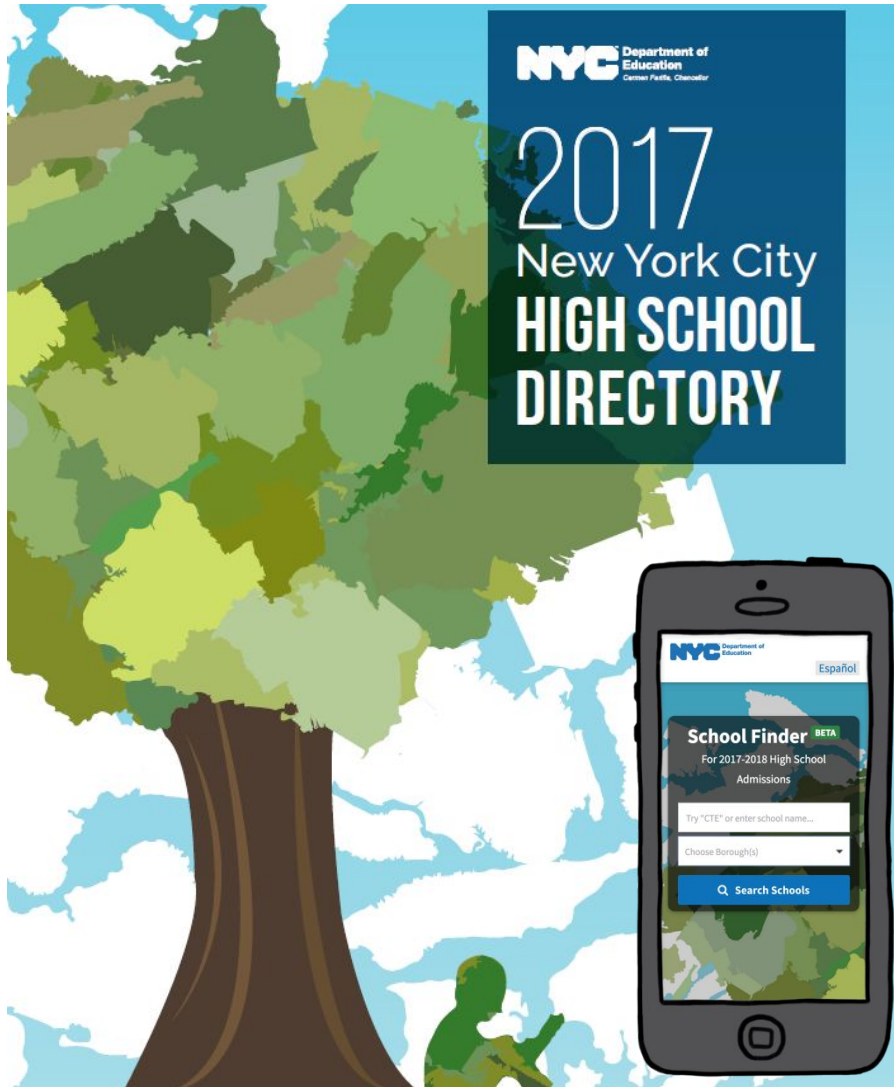
- Students who ranked 12 programs across multiple schools on their application matched to one of their choices 97% of the time.
- Listing more programs on your application will offer a higher likelihood of matching in Round 1.

RANK CHOICES IN ORDER OF PREFERENCE

- High Schools cannot see how you rank their programs on your list.
- Do not list programs you are not interested in attending in order to receive a match.

NEW YORK CITY HIGH SCHOOL DIRECTORY

Your Journey Begins



- This is a family's most valuable resource in the High School Admissions process.
- With over 700 programs offered throughout the city, this book helps families narrow their lists down to 12 choices.



**Search online with
schoolfinder.nyc.gov**

MS 104 Offer Data 2017

- Baruch College Campus HS - 50
- Millenium - 40
- Lab - 26
- Eleanor Roosevelt - 21
- NEST + M - 14
- Museum School - 14
- Bard High School Early College - 10
- School of the Future - 9
- Beacon - 8

Specialized High School Data

- Brooklyn Tech- 40
- Bronx High School of Science- 18
- Stuyvesant- 13
- Brooklyn Latin- 5
- Math, Science and Engineering @ City College- 5
- High School of American Studies @ Lehman College- 2
- La Guardia- 19
 - Vocal Music- 7
 - Fine Art- 5
 - Instrumental Music- 4
 - Drama- 2
 - Dance- 1

Next Steps

- Begin researching high school options
- Identify tour dates for schools you are interested in and begin registering ASAP
- Familiarize yourself with screened schools admissions criteria, rubrics and additional components have information available on the school's website. Parents and Guardians please sign up for interviews, tests, writing samples, etc.

Stay Connected

CONTACT THE OFFICE OF STUDENT ENROLLMENT

718-935-2399

nyc.gov/schools/highschool

USE HIGH SCHOOL ADMISSIONS RESOURCES

schools.nyc.gov/ChoicesEnrollment/High/Resources

schoolfinder.nyc.gov

SIGN UP FOR EMAIL UPDATES

schools.nyc.gov/Subscribe

FIND YOUR ZONED SCHOOL

schools.nyc.gov/SchoolSearch

CHECK TRAVEL TIME

<http://tripplanner.mta.info/>

If you have questions regarding the
process please contact the
8th Grade Guidance Counselor at :

vjalayer@schools.nyc.gov

