

Your Future in College

Begin today.

Talk to your family.

Search college choices.

Apply now!

Helpful Links for College Planning and Scholarships

www.college.gov	<i>Why go to college? How to pay?</i>
www.collegeanswer.com	<i>Information on selecting, applying and paying for college.</i>
www.scholarships.com	<i>Scholarship search/database.</i>
www.mycollegedollars.com	<i>Scholarship search with deadline reminders and Facebook connections.</i>
www.fastweb.com	<i>Scholarship search/database.</i>
www.finaid.org	<i>College costs, scholarships, college loans.</i>
www.FAFSA4caster.ed.gov	<i>Forecast family qualification for financial aid.</i>
www.FloridaNEXT.com	<i>Magazine with great college & scholarship information.</i>
http://facts.org	<i>Finding a Florida College, programs of study, steps to apply.</i>

Start With the Basics When Choosing a College

Type of College:

- Two year or four year school?
- Large or small?
- What type of housing would you prefer?
- Public University or Private College?

Location:

- In the State of Florida?
- Another area of the US?
- Have you considered the relationship between cost and location?
- Are your goals specifically tied to a particular location?

Admissions Selectivity:

- What are the academic and test score requirements?
- What academic demands can you expect to find?

Costs:

- How much will it cost and is it within your family budget?
- What kind of financial aid is available?
- How do you apply for financial aid and what are the deadlines?

Majors and Study Programs Available:

- Does the school offer the major you want?
- Does the school allow undecided majors?

Applications:

- Most schools use an online application process.
- You may apply as early as July before your senior year.
- Applications should be completed by November 1 of your senior year to maximize scholarship opportunities.
- There is a nonrefundable application fee, so have a credit card ready!
- After you submit your application, print a copy for your records.

Transcripts:

- A transcript is required when you apply and again in June with your final grades.
- Be sure you request the needed transcripts from your guidance office.
- If you have taken Dual Enrollment classes, you will also need a BCC transcript.

College Visits:

- The best way to get the “feel” of a college is to actually see where students live and study.
- You may request a guided tour; some colleges have regularly scheduled tours.
- Ask if you can sit in on a class.
- Be sure to wander around as well to observe the students and activities.

Senior Year -- College Planning Checklist

Fall

- Make a list of all the things you need to do and the deadlines you need to meet during your senior year of high school. You'll be taking entrance exams, completing applications, paying fees, and much more.
- Review your coursework with your guidance counselor to be sure that you've taken (or are scheduled to take) all the courses you'll need for admission to your preferred colleges.
- Register for SAT or ACT if you would like to retake tests. If you are applying to schools that require subject area test scores, make sure you have completed those tests too!
- Continue to pursue extracurricular activities.
- Complete college forms and essays (as required) and submit them by the required deadlines. Many colleges now offer an online admission option; check college Websites for information.
- Be sure to keep copies of everything you send, so you can refer to or resend them later if you have to.
- If you've changed your list of schools you're applying to since you took the ACT® or SAT®, arrange to have your test scores forwarded to the colleges you're applying to.
- Visit the colleges you're most interested in attending. There's no substitute for actual experience. Try to connect with a current student so you can see what classes and dorm life are really like.
- December 1st** you can file for Bright Futures by going to [Student Florida Financial Aid Application](#). All Florida Aid applicants must all file a FAFSA [Federal Student Aid \(FAFSA\)](#).

Winter

- File your Free Application for [Federal Student Aid \(FAFSA\)](#) as soon as possible after January 1. You can complete it online at <https://fafsa.ed.gov/> or fill out a printed form and mail it. You'll need information from your parents' tax return to complete the application, so ask them to file early.
- After your application has been reviewed, you'll be able to view your Student Aid Report (SAR) online. This will include your Expected Family Contribution (EFC). The EFC is a number used to calculate how much you'll be expected to pay for college, as well as the amount of federal student aid you may be eligible for.
- Ask your high school to send your transcripts to the colleges you're applying to by putting in a transcript request form and paying \$1.00 per transcript.
- Boys who are 18 years or older must be registered for Selective Service to receive student financial aid.
- Continue to search for scholarships and complete scholarship applications.

Spring

- Watch your mailbox or email because many colleges announce acceptance decisions between February and April. If you can, make one last visit to each of the schools you're accepted to. Once you make your decision, be sure to return your acceptance letter by the deadline (usually the beginning of May).
- Student financial aid letters usually arrive by the beginning of May. Compare financial aid packages. If you need additional funding, it's not too late to apply for a student loan.
- Submit your tuition deposit to the college you've chosen. Be sure to get it on time (typically early in May). A late payment could jeopardize your admission.
- Request your final transcripts from the school guidance office. If you are NCAA Eligible, make sure you also request your final transcript be sent to the NCAA, as well as your college.

Summer

- Follow the college's financial aid instructions closely.
- Get a job to earn extra money for the school year.
- Open a bank account you can access at college – a checking account with a debit card is recommended, and possibly a savings account.

SUS Matrix 2018-2019

	FAMU	FAU	FGCU	FIU	FLPOLY	FSU	NCF	UCF	UF	UNF	USF	UWF
<i>Location</i>	<i>Tallahassee</i>	<i>Boca Raton</i>	<i>Fort Myers</i>	<i>Miami</i>	<i>Lakeland</i>	<i>Tallahassee</i>	<i>Sarasota</i>	<i>Orlando</i>	<i>Gainesville</i>	<i>Jacksonville</i>	<i>Tampa</i>	<i>Pensacola</i>
Total Enrollment Fall 2017	9,909	30,203	14,916	56,718	1,378	41,900	859	66,180	52,669	16,309	43,542	12,979
2018-2019 Tuition & Fees for 30 credit hours (in state)	\$4,553	\$6,381	\$6,118	\$6,550	\$4,950	\$6,516	\$5,763	\$6,368	\$6,380	\$6,394	\$6,410	\$6,360
Sports Division	1	1	1	1	NA	1	NA	1	1	1	1	2
% of Applicants Accepted Summer 2018	60%	51%	62%	79%	NA	44%	NA	50%	40%	74%	37%	61%
% of Applicants Accepted Fall 2018	39%	36%	62%	46%	NA	33%	61%	43%	39%	31%	Not reported	53%
Mid Range GPA Accepted - Summer 2018	3.00-3.49	3.44-4.00	3.40-4.17	3.90	NA	3.80-4.30	NA	3.60-4.10	4.20-4.50	3.30-3.80	3.51-4.02	3.02-3.48
Mid Range GPA Accepted - Fall 2018	3.50-3.99	3.80-4.46	3.46-4.25	4.20	3.65-4.53	4.10-4.50	3.77-4.38	3.79-4.34	4.20-4.60	4.00-4.40	3.94-4.44	3.67-4.09
If coursework is repeated, do you use the best course only or all attempted?	Best grade of repeated course	Best grades of identical academic course	Best grade of repeated course	All Attempted	All Attempted	All Attempted	All Attempted	Best grade of identical course and course level	All Attempted	Best grade of repeated course	Best grade of repeated course	Best grade of repeated course
Middle Range rSAT Accepted - Summer 2018	RW: 500-540 M: 500-540	RW: 520-590 M: 510-580	RW: 530-590 M: 510-590	1130	NA	1210-1310	NA	RW: 560-620 M: 540-610	1270-1410	RW: 560-630 M: 530-610	1150-1240	1040-1110
Middle Range rSAT Accepted - Fall 2018	RW: 550-590 M: 550-590	RW: 560-640 M: 570-640	RW: 550-620 M: 530-600	1280	1230-1350	1290-1400	1210-1400	RW: 620-690 M: 620-690	1300-1450	RW: 610-680 M: 590-670	1240-1365	1130-1230
Superscore SAT Scores?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Middle Range ACT Accepted - Summer 2018	Comp: 18-21	Eng: 18-22 Math: 17-22 Rdg: 19-23 Science: 20-24	Eng: 21-25 Math: 18-24 Rdg: 22-28	Comp: 23	NA	Comp: 25-29	NA	Eng: 21-25 Math: 19-25 Rdg: 22-28 Science: 21-25 Comp: 22-26	Comp: 28-32	Comp: 20-24	Comp: 21-25	Comp: 21-24
Middle Range ACT Accepted - Fall 2018	Comp: 18-21	Eng: 20-25 Math: 20-25 Rdg: 21-26 Science: 23-27	Eng: 22-30 Math: 21-26 Rdg: 23-30 Comp: 24.5	Comp: 28	Comp: 27-32	Comp: 28-32	Comp: 26-32	Eng: 25-31 Math: 24-28 Rdg: 28-33 Science: 24-30 Comp: 26-30	Comp: 29-33	Comp: 25-29	Comp: 24-29	Comp: 23-27
Superscore ACT Scores?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes
Preferred Time to Apply	August – October 31	Fall of Senior Year	Prior to Nov 15 th	July 1 – November 1	Prior to October 15 th	Prior to November 1	November 1 (Early Decision); November 1 – April 15 (Rolling Admission)	Fall of Senior Year	Fall before November 1	June 1 – November 15	Fall before November 1	Fall before December 1
Types of Applications Accepted	School Online App	School Online App or Common App for Wilkes Honors College	School Online App	School Online App	School Online App and Common App	School Online App, Coalition App or Common App	Common Application	School Online App or Common App	Coalition App	School Online App and Common App	School Online App and Coalition App	School Online App and Common App
Institutional Financial Aid Deadline for Fall 2019 (date/rolling)	January 1	January 1 (1 st Priority) March 1 (2 nd Priority)	January 1	March 1	January 1	December 1 Priority Deadline	November 1 Priority Deadline	December 1 Priority Deadline	December 15	Rolling	January 1	March 15 Priority Deadline

FAMU = Florida Agricultural and Mechanical University
 FAU = Florida Atlantic University
 FGCU = Florida Gulf Coast University
 FIU = Florida International University

FLPOLY = Florida Polytechnic University
 FSU = Florida State University
 NCF = New College of Florida
 UCF = University of Central Florida

UF = University of Florida
 UNF = University of North Florida
 USF = University of South Florida
 UWF = University of West Florida

For more detailed information visit: <https://www.flbog.edu/board/office/asa/admissionstour.php>

FLORIDA BRIGHT FUTURES Scholarship Programs

The Florida Legislature is authorized to change eligibility and funding requirements.

For the most up-to-date eligibility and requirements go to: <http://www.floridastudentfinancialaid.org/ssfad/bf/> or call 1-888-827-2004

- Students must be a Florida resident (determined by college).
- Students must earn a Florida standard high school diploma or go Early Admission the senior year.
- Initial Eligibility Requirements must be met prior to graduation from a Florida public high school or a registered FDOE private high school.
- Students seeking state scholarships must complete a Florida Financial Aid Application (FFAA) during their senior year of high school before graduation.
- Award Amount – A specified amount per college credit for each award listed below. See Bright Futures site for more specific information.

Award Name	16 High School Course Credits <i>(Required coursework aligns with the State University System admission requirements found in Regulation 6.002)</i>	High School Weighted Bright Futures GPA	College Entrance Exams <i>(Tests must be completed by June 30 of graduation year)</i>	Volunteer Service Work Required																										
FLORIDA ACADEMIC SCHOLARS AWARD (FAS)	<ul style="list-style-type: none"> ▪ 4 English (3 with substantial writing) ▪ 4 Mathematics (Algebra 1 level and above, SEE NOTE 1 BELOW) ▪ 3 Natural Sciences (2 must have substantial laboratory) ▪ 3 Social Studies (World History, US History, US Government, Economics) ▪ 2 World Languages (sequential, same language) 	<ul style="list-style-type: none"> ▪ 3.5 weighted GPA - calculated using only the 16 credits listed. ▪ May include 2 additional academic units to raise GPA (including AP, AICE and IB Fine Arts) 	<p align="center">SAT ACT 1290 29</p> <p align="center"><i>(Applicable to both former SAT and redesigned SAT)</i></p>	100 hours of volunteer service work																										
FLORIDA MEDALLION SCHOLARS AWARD (FMS)		<ul style="list-style-type: none"> ▪ 3.0 weighted GPA – calculated using only the 16 credits listed. ▪ May include 2 additional academic units to raise GPA (including AP, AICE and IB Fine Arts) 	<p align="center">SAT ACT 1170 26</p> <p align="center"><i>(Applicable to both former SAT and redesigned SAT)</i></p>	75 hours of volunteer service work																										
FLORIDA GOLD SEAL VOCATIONAL SCHOLARS AWARD (GSV)	<ul style="list-style-type: none"> ▪ 4 English ▪ 4 Mathematics (including Algebra 1, SEE NOTE 2 BELOW) ▪ 3 Natural Sciences (2 must have substantial laboratory) ▪ 3 Social Studies (World History, US History, US Government, Economics) ▪ 1 Fine Art (or approved Practical Arts) ▪ 1 Physical Education (HOPE) ▪ Complete 3 full credits in a single approved Career and Technical Education Program of Study 	<ul style="list-style-type: none"> ▪ 3.0 weighted GPA - calculated using only the 16 credits listed <p align="center">AND</p> <ul style="list-style-type: none"> ▪ 3.5 unweighted GPA for the three credits in the approved Career and Technical Education (CTE) Program of Study 	<p align="center">PERT scores</p> <table border="0"> <tr><td>Reading</td><td>106</td></tr> <tr><td>Writing</td><td>103</td></tr> <tr><td>Mathematics</td><td>114</td></tr> </table> <p align="center">OR</p> <table border="0"> <tr><td>SAT scores</td><td>*</td><td>**</td></tr> <tr><td>Reading</td><td>440</td><td>25</td></tr> <tr><td>Writing/Lang</td><td></td><td>25</td></tr> <tr><td>Mathematics</td><td>440</td><td>24</td></tr> </table> <p align="center">OR</p> <table border="0"> <tr><td>ACT scores</td><td></td></tr> <tr><td>Reading</td><td>19</td></tr> <tr><td>English</td><td>17</td></tr> <tr><td>Mathematics</td><td>19</td></tr> </table>	Reading	106	Writing	103	Mathematics	114	SAT scores	*	**	Reading	440	25	Writing/Lang		25	Mathematics	440	24	ACT scores		Reading	19	English	17	Mathematics	19	30 hours of volunteer service work
Reading	106																													
Writing	103																													
Mathematics	114																													
SAT scores	*	**																												
Reading	440	25																												
Writing/Lang		25																												
Mathematics	440	24																												
ACT scores																														
Reading	19																													
English	17																													
Mathematics	19																													
FLORIDA GOLD SEAL CAPE SCHOLARS AWARD (GSC)	<ul style="list-style-type: none"> ▪ Earn a minimum of 5 postsecondary credit hours through CAPE industry certifications which articulate for college credit 	<ul style="list-style-type: none"> ▪ None specified 	No scores specified	30 hours of volunteer service work																										

Notes:

1. Algebra IA and IB may count as only one credit for College Admissions and for FAS/FMS eligibility.
2. Informal Geometry is not considered to be at the Algebra I level or above. Since this course has not been identified as a college preparatory course by the State University System, it may not be used to meet the mathematics requirement for the FAS and FMS awards. However, this course may be used to meet the mathematics requirement for the Gold Seal Vocational Scholars Award and for the Gold Seal Cape Scholars Award.
3. All students whose transcripts are submitted electronically to the FDOE for an official early evaluation (based on academic progress in the middle of the last year of high school and test scores for tests taken by January 31) will receive an eligibility or ineligibility determination, with the award status notification posted to their online account. Students cannot lose an award based on early evaluation unless they fail to earn a standard Florida high school diploma.

Test Scores Needed for University Admission:

SAT: Reading 460 / Math 460 / Writing 440 OR
ACT: Reading 19 / Math 19 / English with Writing 18

Gold Seal SAT Test Scores:

* = SAT scores earned prior to March 1, 2016
** = SAT scores earned March 1, 2016 and thereafter

Print Full Name: _____ **Signature:** _____ **Date:** _____

FAFSA Overview

The Free Application for Federal Student Aid (FAFSA) is the Most Important Financial Aid Form You Can File

The FAFSA (Free Application for Federal Student Aid) is the all important financial application used by virtually every college and university across the United States. Its importance in determining your actual out of pocket costs for college cannot be overstated. On January 1st, the FAFSA form for the next academic year will be available from the Department of Education. Every student who plans to be in college for the next year needs to file this form as quickly as possible.

Why is the FAFSA Important?

FAFSA is not only used by the government for eligibility for the Pell Grants and Stafford Loans, but it is also used by the colleges and universities to help determine a student's eligibility for various grants and scholarships. Many colleges and universities require the FAFSA even for non-need based sources of funds such as choral scholarships and academic awards.

Who Needs to File?

Any student who wants to qualify for Federal student aid (including Pell Grants and Guaranteed Student Loans) must submit a FAFSA each year. You cannot file as a family, so if you have siblings who are also attending college, each of you will have to complete a FAFSA.

Also, if you're like most college students, you will be filing as a dependent so you will need both your and your parents' financial information in order to complete the form.

What Information Goes on the FAFSA?

The FAFSA is going to ask for income and assets and some basic demographic information. Most of the information you need can be taken from your most recent tax returns (or pay stubs if you're filing before completing your taxes), bank statements and investment statements.

NOTE: The FAFSA can be submitted with estimated tax information. You can always go back and update it after your taxes are completed so don't wait until your taxes are completed before filing your FAFSA. If you are submitting your FAFSA prior to filing your taxes, here is a basic list of documents you'll need to complete the form (for both you and your parents if you're filing as a dependent):

- End of year paystub
- Tax return from last year
- End of year bank statements
- End of year financial and investment statements

When Must the FAFSA Be Filed?

It depends. The earliest time you can file a FAFSA is January 1st of the year before the college year in question. For example, if you are starting college in the fall of 2013, then your FAFSA needs to be filed at the beginning of 2013.

In reality, the critical deadlines for filing the FAFSA are dictated by the colleges and universities you are interested in attending. Each school will likely have a financial aid priority deadline for submission of your FAFSA. **You only need to submit one FAFSA per year so your deadline for filing your form is the earliest of these financial aid priority deadlines.**

Most financial aid priority deadlines fall sometime between February through April (although some colleges may be earlier). Most likely the financial aid priority deadline you need to meet will come long before your taxes are due, **so don't wait until your taxes are complete before filing your FAFSA.**

How Do I File the FAFSA?

You can still file the FAFSA on a paper form which can be acquired through your high school guidance counselor or a college financial aid office. However, we highly recommended you file using the online FAFSA form available at www.fafsa.ed.gov.

NOTE: If you file online, you will need to obtain a Personal Identification Number (PIN). Your parents will also need one if you're filing as a dependent. These PINs will act as your electronic signature. You can provide a printed signature, but this can delay the process and is not recommended because time is of the essence when dealing with the FAFSA. In order to obtain your PIN, you'll need to provide some basic information like Social Security Number, date of birth and address. Get your PIN(s) at www.pin.ed.gov.

First Time in College

How to Register at Eastern Florida State College



Step 1: Explore EFSC campuses and our Degrees & Programs.

Before you even apply, you want to learn more about EFSC's four campuses and the degrees and programs that interest you. Think about your career aspirations and how your course of study can help you achieve your goals. Our interactive Explore Your Options page will help you sort through our degrees and programs.

<http://www.brevardcc.edu/academics/explore-your-options/index.cfm> Our Career Planning & Development Centers also are a resource during this stage of planning and throughout your college experience.

Step 2: Apply for Admission and provide proof of residency.

Applying online is the quickest, easiest way to submit your application. You can pay the one-time, non-refundable \$30 application fee online or in person. The application, in combination with the Florida Residency Guidelines, will walk you through the process and required affidavit. This same affidavit is used by non-Florida residents to declare that classification. Be sure to follow up and submit the residency supporting documents to the EFSC campus you select as your primary campus. Campus admission office addresses are on the Residency Information sheet and on the main admissions contact page.

For the online application, go to www.brevardcc.edu

For a paper application, see your guidance counselor or guidance office

Check status of your completed online application / return to your in-progress online application

Note for High School Dual Enrollment/ Early Admissions students: Do not submit a new application for admission after you graduate high school. If you submit an online application at any time, you will be assessed a non-refundable \$30 application fee. See the Steps to Enrollment for Still in High School students at the end of this document.

Step 3: Pick up your final high school transcript from your guidance office and bring it to your primary campus.

During the application process, you chose a primary campus as the place you would send residency documents. This primary campus choice also is the place to bring your final high school transcript. The transcript is usually ready for pick up by mid June.

Step 4: Complete Assessment and Placement Testing

To determine if your degree or certificate program requires placement testing, please review the EFSC Programs & Admissions Requirements sheet.

If you've taken the SAT/ACT and your scores are less than two years old or if you've completed college level English and math courses with a grade of "C" or higher, have your official test score reports and/or official transcripts sent to your primary campus.

No scores or previous college? No problem. EFSC offers College-Credit and Vocational Credit testing, which you can explore at the Placement Testing website. You'll find lots of resources for test preparation. To register for the Postsecondary Education Readiness Test (PERT), call 321-632-1111.

Step 5: Complete an orientation session and meet with an advisor.

Orientation is mandatory for all first time in college students, transfer students, re-admit students, non-degree students who have not earned an associate degree or higher and recommended for all students. It's an introduction to life at EFSC.

Likewise, it's a very good idea to meet with an Academic Advisor to review Placement Test scores, develop an educational plan, schedule classes and address other academic concerns. All degree-seeking students should meet with an advisor to develop an educational progression plan. Students are encouraged to meet with an advisor every term to monitor progress. Academic advising is available in the Student Services Center on all campuses on a walk-in basis. Appointments are also available by calling 321-632-1111. Students and advisors will have more time to interact during non-peak registration times.

Step 6: Apply for Financial Aid.

Once you've been accepted as an EFSC student, you should start the process of applying for financial aid – and you must reapply each year. Every EFSC student should apply because the only way to find out if you're eligible is to fill out the Free Application for Federal Student Aid (FAFSA). Explore the Financial Aid section of our site for more information about financial aid and scholarships -- and the steps for applying. <http://www.brevardcc.edu/admissions/financial-aid-scholarships/index.cfm>

Step 7: Register for classes, pay your fees, get your Student ID card, parking decal & books

Registering for classes online is the easiest way to go if you do not have any holds on your account. You can also register for classes in-person at any campus Advising office.

Check out the Tuition & Fees link <http://www.brevardcc.edu/admissions/tuition-and-fees/index.cfm> for information on paying fees.

Student ID cards are available at any EFSC library for free by presenting your class registration and a photo ID. This will be your library card and a lost card will result in a fee. A Student Parking Permit must be purchased each year by the student.

Bookstores are located on all four campuses. Check with Financial Aid about help paying for books.

For Students Already in Dual Enrollment - After you complete High School:




Once you take a course at EFSC as a high school student, you are also a EFSC student. If you continue your education at EFSC after high school graduation, do not submit a new application for admission. Instead you need to:








- Download and complete the Florida Residency Affidavit for Tuition Purposes and submit with your residency documents to your primary campus.
- Request your final, official high school transcript to be sent to your primary campus.
- If you are an inactive student at EFSC for two or more years, you will need to submit an Application for Admission and supply any college transcripts you may have from other colleges.



EFSC PROGRAMS AND ADMISSION REQUIREMENTS

Following is a list of degree and certificate programs offered during the 2016-2017 academic year.












Major Code	Program Description	AA or AS Degree	Meta-Major	Limited Access Program**	Test	Eligible for Financial Aid	Locations
Bachelor of Applied Science (B.A.S.)							
Applied Health Sciences							
HSBSADAH	Advanced Allied Health Specialization	Associate*	HSCI			Yes	BCET
HSBSBMSC	Biomedical Science Specialization	Associate*	HSCI			Yes	BCET
HSBSMDIM	Medical Imaging Sciences Specialization	Associate*	HSCI			Yes	BCET
Computer Information Systems Technology							
CTBSCSCT	Cybersecurity Specialization	Associate*	STEM			Yes	BCEM
CTBSDSBS	Data Science Specialization	Associate*	STEM			Yes	BCEM
CTBSNSCT	Networking Systems Specialization	Associate*	STEM			Yes	BCEM
CTBSPDCT	Program Development/Software Development Specialization	Associate*	STEM			Yes	BCEM
CTBSPMCT	Project Management Specialization	Associate*	STEM			Yes	BCEM
Organizational Management							
OMBSACCO	Accounting Specialization	Associate*	BUSN			Yes	CEM
OMBSBAFI	Banking and Financial Management Specialization	Associate*	BUSN			Yes	CEM
OMBSBUMG	General Business Specialization	Associate*	BUSN			Yes	CEM
OMBSHCMG	Healthcare Management Specialization	Associate*	BUSN			Yes	CEM
OMBSHRMG	Human Resource Specialization	Associate*	BUSN			Yes	CEM
OMBSPSMG	Public Safety Specialization	Associate*	BUSN			Yes	CEM
OMBSMKTS	Sales and Marketing Specialization	Associate*	BUSN			Yes	CEM
OMBSSPMA	Sports Management Specialization	Associate*	BUSN			Yes	CEM

Major Code	Program Description	Standard HS Diploma or Equivalent	Meta-Major	Limited Access Program**	Test	Eligible for Financial Aid	Locations
Associate in Arts (A.A.)							
GENR	Associate in Arts	Yes			CPT	Yes	BCENT 
Associate in Science (A.S.)							
ATAS	Aerospace Technology	Yes	INMC	Yes	CPT	Yes	C
BUAS	Business Administration	Yes	BUSN		CPT	Yes	BCENT 
CHAS	Chemical Technology	Yes	STEM		CPT	Yes	BCENT
	CHASBIO Biomedical Technology Specialization	Yes	STEM		CPT	Yes	BCENT
	CHASBTO Biotechnology Track Specialization	Yes	STEM		CPT	Yes	BCENT
	CHASCT Chemical Technology Specialization	Yes	STEM		CPT	Yes	BCENT
	CHASEGR Engineering Specialization	Yes	STEM		CPT	Yes	BCENT
CIAS	Computer Information Technology	Yes	STEM		CPT	Yes	BCENT
	CIASDBA Database Administrator Specialization	Yes	STEM		CPT	Yes	BCENT
	CIASHDS Help Desk Specialization	Yes	STEM		CPT	Yes	BCENT
	CIASMIS Management Information Systems Specialization	Yes	STEM		CPT	Yes	BCENT
CPAS	Computer Programming and Analysis	Yes	STEM		CPT	Yes	BCENT
	CPASAP Advanced Programming Specialization	Yes	STEM		CPT	Yes	BCENT
	CPASMAD Mobile Applications Development Specialization	Yes	STEM		CPT	Yes	BCENT
	CPASVPB Visual Basic Programming Specialization	Yes	STEM		CPT	Yes	BCENT
	CPASWAP Web Applications Programming Specialization	Yes	STEM		CPT	Yes	BCENT
CRAS	Crime Scene Technology	Yes	PBSA		CPT	Yes	EM
CJAS	Criminal Justice Technology	Yes	PBSA		CPT	Yes	EM 
DMAS	Dental Assisting Technology and Management	Yes	HSCI	Yes	CPT	Yes	BCENT
	DMASMGD Dental Practice Management Specialization	Yes	HSCI	Yes	CPT	Yes	BCENT
	DMASEDU Education Specialization	Yes	HSCI	Yes	CPT	Yes	BCENT
	DMASMKT Product Marketing, Sales, and Educational Programs Specialization	Yes	HSCI	Yes	CPT	Yes	BCENT
DHAS	Dental Hygiene	Yes	HSCI	Yes	CPT	Yes	C
SOAS	Diagnostic Medical Sonography	Yes	HSCI	Yes	CPT	Yes	CM
DTAS	Digital Television/Digital Media Production	Yes	AHSC		CPT	Yes	CEM

DRAS	Drafting and Design Technology	Yes	INMC		CPT	Yes	CM
CCAS	Early Childhood Education	Yes	EDUC		CPT	Yes	CEM
EMAS	Emergency Medical Services	Yes	PBSA		CPT	Yes	M
ETAS	Engineering Technology	Yes	INMC		CPT	Yes	BC
	ETASATO Advanced Technology Specialization	Yes	INMC		CPT	Yes	BC
	ETASAESO Alternative Energy Systems Specialization	Yes	INMC		CPT	Yes	BC
	ETASEO Electronics Specialization	Yes	INMC		CPT	Yes	BC
FRAS	Fire Science Technology	Yes	PBSA		CPT	Yes	M
GDAS	Graphics Technology	Yes	AHSC		CPT	Yes	CM
IMAS	Industrial Management Technology	Yes	INMC		CPT	Yes	CE
MDAS	Medical Assisting Advanced	Yes	HSCI	Yes	CPT	Yes	BCEMT
MLAS	Medical Laboratory Technology	Yes	HSCI	Yes	CPT	Yes	C
NSAS	Network Systems Technology	Yes	STEM		CPT	Yes	BCEMT
	NSASNI Network Infrastructure Specialization	Yes	STEM		CPT	Yes	BCEMT
	NSASNSC Network Security/Cybersecurity Specialization	Yes	STEM		CPT	Yes	BCEMT
	NSASNV Network Virtualization Specialization	Yes	STEM		CPT	Yes	BCEMT
NUAS	Nursing RN	Yes	HSCI	Yes	CPT	Yes	BCM
OFAS	Office Administration	Yes	BUSN		CPT	Yes	EMT 
	OFASADM Administrative Specialization	Yes	BUSN		CPT	Yes	EMT 
	OFASLGL Legal Office Specialization	Yes	BUSN		CPT	Yes	EMT 
	OFASMED Medical Office Specialization	Yes	BUSN		CPT	Yes	EMT 
LGAS	Paralegal Studies (Legal Assisting)	Yes	PBSA		CPT	Yes	M
	LGASLTG Litigation Specialization	Yes	PBSA		CPT	Yes	M
	LGASTRA Transactional Specialization	Yes	PBSA		CPT	Yes	M
	LGASGEN General Specialization	Yes	PBSA		CPT	Yes	M
PTAS	Physical Therapist Assistant	Yes	HSCI	Yes	CPT	Yes	C
RDAS	Radiography	Yes	HSCI	Yes	CPT	Yes	CM
RCAS	Respiratory Care	Yes	HSCI	Yes	CPT	Yes	CM
HUAS	Social and Human Services	Yes	SBHS		CPT	Yes	CEM 
	HUASAS Aging Services Specialization	Yes	SBHS		CPT	Yes	CEM 
	HUASDVS Domestic Violence Services Specialization	Yes	SBHS		CPT	Yes	CEM 
STAS	Surgical Services	Yes	HSCI	Yes	CPT	Yes	C
TLAS	Transportation and Logistics	Yes	BUSN		CPT	Yes	BCEMT
VTAS	Veterinary Technology	Yes	HSCI	Yes	CPT	Yes	C


Major Code	Program Description	Standard HS Diploma or Equivalent	Meta-Major	Limited Access Program**	Test	Eligible for Financial Aid	Locations
Advanced Technical Certificate (A.T.C.)							
CTTC	Computed Tomography	Associate*	HSCI	Yes		No	CM 
MRTC	Magnetic Resonance Imaging	Associate*	HSCI	Yes		No	CM 
NSTC	Network Security Forensics	Associate*	STEM	Yes		No	CM

Applied Technology Diploma (A.T.D.)

DATD	Dental Assisting	Yes	HSCI	Yes	CPT, TABE	Yes	C
EMTD	Emergency Medical Technician - Basic	Yes	PBSA	Yes		No	M
Major Code Program Description College Credit Certificate (C.C.C.)		Standard HS Diploma or Equivalent	Meta-Major	Limited Access Program**	Test	Eligible for Financial Aid	Locations
AACC	Accounting Technology Management	Yes	BUSN			Yes	BCEMT 
AOCC	Accounting Technology Operations	Yes	BUSN			Yes	BCEMT 
ASCC	Accounting Technology Specialist	Yes	BUSN			No	BCEMT 
AGCC	Aging Services	Yes	SBHS			Yes	CEM 
AECC	Alternative Energy Systems Specialist	Yes	INMC			Yes	BC
ATCC	Applied Technology Specialist	Yes	INMC			Yes	BCMT
AFCC	AutoCAD Foundations	Yes	INMC			No	CM
BDCC	Broadcast Production	Yes	INMC			Yes	CEM
ENCC	Business Entrepreneurship	Yes	BUSN			No	BCEMT 
BMCC	Business Management	Yes	BUSN			Yes	BCEMT 
	BMCCMGMT Management Specialization	Yes	BUSN			Yes	BCEMT 
	BMCCMRKT Marketing Specialization	Yes	BUSN			Yes	BCEMT 
CECC	Central Sterile Processing Technologist	Yes	HSCI	Yes	CPT/R		C
CMCC	Child Care Center Management Specialization	Yes	EDUC			No	CM
CHDI	Child Development Early Intervention	Yes	EDUC			Yes	CEM
CNCC	CNC Machinist/Fabricator	Yes	INMC			No	C
CFCC	Composite Fabrication and Testing	Yes	INMC			Yes	BC
CPCC	Computer Programmer	Yes	STEM			Yes	CEM
CRCC	Crime Scene Technician	Yes	PBSA				M
CJCC	Criminal Justice Technology Specialist	Yes	PBSA				EM 
DVCC	Digital Video Fundamentals and Production	Yes	AHSC			Yes	C
VICC	Domestic Violence Services	Yes	SBHS			Yes	CEM 
DACC	Drafting Design	Yes	INMC			Yes	CM
ESCC	Engineering Technology Support Specialist	Yes	STEM			Yes	BC
EOCC	Entrepreneurship Operations	Yes	BUSN			Yes	BCEMT 
GICC	Geographical Information Systems	Yes	STEM			Yes	C
DPCC	Graphic Design Production	Yes	AHSC			Yes	CM
DSCC	Graphic Design Support	Yes	AHSC			No	CM
HDCC	Help Desk Support Technician	Yes	STEM			Yes	BCEMT

HRCC	Human Resources Administrator	Yes	BUSN		Yes	BCEM	
INCC	Infant/Toddler Specialization	Yes	EDUC		No	CM	
MPCC	Interactive Media Productions	Yes	AHSC		Yes	CM	
MSCC	Interactive Media Support	Yes	AHSC		No	CM	
IPCC	IP Communications	Yes	STEM		Yes	CM	
MACC	Medical Assistant Specialist	Yes	HSCI	Yes	CPT/R	Yes	C
CDCC	Medical Information Coder/Biller	Yes	HSCI	Yes	CPT/R	Yes	C
MECC	Medical Office Management	Yes	BUSN		Yes	CET	
NICC	Network Infrastructure	Yes	STEM		Yes	BCMT	
NECC	Network Security	Yes	STEM		Yes	BCM	
NACC	Network Server Administration	Yes	STEM		Yes	BCMT	
NTCC	Network Support Technician	Yes	STEM		Yes	BCMT	
NVCC	Network Virtualization	Yes	STEM		Yes	BCM	
OMCC	Office Management	Yes	BUSN		Yes	CET	
OSCC	Office Specialist	Yes	BUSN		Yes	CET	
	General Office Specialist Option	Yes	BUSN		Yes	CET	
	Legal Office Specialist Option	Yes	BUSN		Yes	CET	
	Medical Office Specialist Option	Yes	BUSN		Yes	CET	
OFCC	Office Support	Yes	BUSN			CET	
OACC	Oracle Certified Database Administrator	Yes	BUSN		No	BCEM	
PARA	Paramedic	Yes	PBSA	Yes	Yes	M	
PHCC	Photography	Yes	AHSC		Yes	C	
PSCC	Preschool Specialization	Yes	EDUC		No	CM	
SWCC	Scientific Workplace Preparation	Yes	STEM		CPT	Yes	BCMT
TVCC	Television Studio Production	Yes	AHSC		No	C	
WDCC	Web Development Specialist	Yes	AHSC		No	BCEMT	

Major Code	Program Description	Standard HS Diploma or Equivalent	Meta-Major	Limited Access Program**	Test	Eligible for Financial Aid	Locations
PAV (P.A.V.)							
AIR2	Air Conditioning, Refrigeration, and Heating Technology	Yes	INMC	Yes	TABE	Yes	BC
AUT2	Automotive Service Technology	Yes	INMC	Yes	TABE	Yes	C
LEA2	Auxiliary Law Enforcement Officer	Yes	PBSA	Yes	BAT	No	M
ACAM	Aviation Airframe Mechanics	Yes	INMC	Yes	TABE	Yes	M
APPM	Aviation Powerplant Mechanics	Yes	INMC	Yes	TABE	Yes	M
CUL2	Commercial Foods and Culinary Arts		BUSN	Yes	TABE	Yes	CT

COR2	Correctional Officer	Yes	PBSA	Yes	BAT	No	M
COS2	Cosmetology	Yes	BUSN	Yes	TABE	Yes	C
LEC2	Crossover from Correctional Officer to Law Enforcement Officer	Yes	PBSA	Yes	BAT	No	M
CRL2	Crossover from Law Enforcement Officer to Correctional Officer	Yes	PBSA	Yes	BAT	No	M
FAC2	Facials Specialty		BUSN	Yes		No	C
FRI2	Fire Fighter I/II	Yes	PBSA	Yes		No	M
LEB2	Florida Law Enforcement Academy	Yes	PBSA	Yes	BAT	Yes	M 
NAI2	Nails Specialty		BUSN	Yes		No	C
PTC2	Patient Care Assistant	Yes	HSCI			No	MT
PHL2	Phlebotomy	Yes	HSCI	Yes		No	CT
LPN2	Practical Nursing	Yes	HSCI	Yes	TABE	Yes	CM
PST2	Public Safety Telecommunication	Yes	PBSA	Yes		Yes	M
WEL2	Welding Technology	Yes	INMC	Yes	TABE	Yes	C

TEST DESCRIPTIONS:

BAT - Criminal Justice Basic Abilities Test

CPT - Common Placement Test (PERT, SAT, ACT)

CPT/M - CPT Math Subtest

CPT/R - CPT Reading Subtest

CPT/RW - CPT Reading and Writing Subtests


TABE - Test of Adult Basic Education

LOCATIONS: **B** - Palm Bay, **C** - Cocoa, **E** - eLearning, **M** - Melbourne, **T** - Titusville

Location indicates a campus that offers one or more of the program courses. Student may take a required course wherever it is offered, but may need to attend more than one campus to complete the entire program.

* Student must have earned an associate degree or higher from a regionally accredited institution.

** Limited access or special application process required - contact the department for more specific information.

 Degree offered online

META-MAJOR:

AHSC - Arts, Humanities, Communications, Design

BUSN - Business

EDUC - Education

HSCI - Health Sciences

INMC - Industry, Manufacturing, Construction

PBSA - Public Safety

SBHS - Social/Behavioral Sciences, Human Services

STEM - Science, Technology, Engineering, Math

THIS SUPPLEMENT SUPERSEDES ALL OTHERS. EFFECTIVE DATE: JULY 2016



Easy. Worry-Free. Guaranteed.

If you're a student at Eastern Florida State College, Lake-Sumter Community College, Valencia College or Seminole State College, admission to UCF is guaranteed when you sign up for DirectConnect to UCF.

The program helps you prepare for your bachelor's degree program while attending your community or state college—and makes the transition to UCF smooth and worry-free.

Plus, the admissions process will be easier and faster, and you'll enjoy small class sizes and personalized advising. You can start preparing to finish your bachelor's degree while working on your associate's degree.

How Do I DirectConnect to UCF?

Community College Students

Indicate your desire to DirectConnect to UCF at any time by contacting your community/state college or a UCF advisor at the campus of your choice. You can start right now by filling out the online DirectConnect to UCF interest form.

Students with an Associate's Degree

Contact a UCF Regional Campuses advisor or admission representative and indicate that you want to DirectConnect to UCF.

High School Students

Apply to the community college of your choice and indicate on your application that you want to DirectConnect to UCF.

DirectConnect to UCF vs. 2+2

The 2+2 program guarantees you admission to one of Florida's 11 state universities, but not necessarily to one of your choice. When you DirectConnect to UCF, UCF and your community/state college team-up to guarantee your admission to UCF and start preparing you immediately to complete your bachelor's degree.

What are the benefits of DirectConnect to UCF?

- Guaranteed entry to UCF— Students graduating with A.A. or select A.S. degrees are guaranteed admission to UCF.
- Accelerated admissions to UCF – Provides smooth transition through the UCF admissions process, including orientation, transcripts, advising and financial aid.
- Convenient locations – 10 UCF Regional Campuses located across Central Florida.
- Enhanced academic advising – Students receive comprehensive on-site advising from both community/state college and UCF advisors.
-

Which locations have DirectConnect to UCF?

You can DirectConnect to UCF at any UCF campus, including 10 regional campus locations across Central Florida.

5 ½ Steps to Writing a College Admissions Essay

1. Write in Your Own Voice

No matter what the essay question is, you can express who you are by answering in your voice. Avoid common tactics of trying to sound overly intellectual. Simply showing that you can use the English language, follow directions and articulate who you are will go far.

1½ Know What Your Voice Is

Your voice is distinctly yours. Recognize the qualities that distinguish you from others.

Think about this: What are 3 qualities that make you stand out from others?

2. Don't Repeat Yourself: Don't Be Repetitive

Your essay should tell admission representatives something they haven't already read in your application.

Think about this: What are 3 things the admission representatives won't know about you until they read your essay?

If any of these things match 1½, that should tell you what you need to get across to the admission representative!

3. Give Yourself Enough time to Write, Revise, Repeat

The writing process takes time, so give yourself enough of it. Before you even write, just brainstorm ideas. From there, craft an outline, and from there write a draft. Have someone like a parent, teacher or friend edit your essay. Take your editor's suggestion, make changes and rework the piece. Here's a checklist for writing your college admission essay:

- ✓ Brainstorm
- ✓ Outline
- ✓ Draft
- ✓ Edit
- ✓ Revise

4. Are you Answering the Right Question?

With the stress of writing an essay, a lot of times the main point of the essay goes out the window. Remember, you need to answer the question the college asked. Even if you have the most beautifully written essay on your ability to talk to dogs, are you sure it answers the question? For every essay you write, re-read the question and double check that you have provided an appropriate response.

5. Get Some Mileage Out of It

Essay questions may be different for each school, but in many cases you can use what you already have toward another question. It's not as simple as copy and paste, but you can repurpose part of your essay to make sense with a new question. Still, remember #4! Make sure that your repurposed essay answers the question. Also, avoid at all costs accidentally leaving the wrong college's name on your essay!

**All of these steps take time.
Do yourself a favor and start your essays early!**

Resume information is a good way to organize your experiences, skills and activities as you write an Essay for your College Application and for those who are writing Letters of Recommendation for you.

Jimmy B. Agoodkid

1234 Any Street
Any Town, Florida 32900

321-555-5555

agoodkid@braintrust.com

Education

- XXX High School, graduation May 18, 2012
- Grade Aver: C+, 2.98
- Course work includes Marine Biology, Chemistry, Health and medical terminology

Organization Involvement and Positions Held

- Co-Captain of the football team, senior year, 2012
- Chorus, 2008-2012
- Fellowship of Christian Athletes, 2008-2012
- German Club Member, 2008-2009
- Student Government, 2008-2010
- Vice President Student Government, 2008-2009
- Treasurer of the Chorus, 2008-2011

Related Experiences:

Summer of 2010

- 7 weeks – Junior Camp Counselor at a camp for blind children
- 2 months experience at the Brevard Animal Shelter in caring and handling
- Excellent pet nurturing skills with guide dogs
- Capable computer skills
- Strong written and oral communication abilities

Summer 2008-2009

- Experienced camper at Camp Down and Dirty in Filthy, GA
- Attended and voted Most Capable Camper, 2009
- Received the Lineman Caring and Integrity Award, 2008 for caring for camp animals

Pet Walker 2009

- Cared for young pets every day after school to earn spending money
- Managed feedings, watering and bathing of the pets
- Ensured households were secure following walks

Skills

- Pet care
- Computer skills in Microsoft Office, Suite, Photo editing and website design

Interests

- Football, church choir, square dancing, dog kennel shows, classical violin

References

- Miss Sheswundrful at 321-555-5123, Extension 1007
- Mr. Onederful, 321-555-5678, Extension 1003

Letters of Recommendation

Letter of recommendation may be required for:

- College Applications
- Employment Applications
- Scholarships

Most college applications request two or three recommendation letters from people who know you in and out of the classroom. Florida state universities are making recommendations optional. Provide the writer with a student resume or a detailed list of what makes you “fabulous”. The best letters include specific examples and stories rather than vague praise.

Students might request recommendations from:

- Teachers who respect their work in an academic discipline.
- Teachers who can give evidence of integrity, special skill, and positive character traits.
- Adults who have had significant direct contact with the student
- Coaches or supervisors in long-term work or volunteer activities are valuable - however, recommendations from casual acquaintances or family friends, even if they're well known, are rarely given much weight.

List of possible activities:

- School activities (artistic, athletic, literary, community service and leadership positions)
- Activities outside of school (jobs, volunteer work, religious activities, hobbies, travel, music, art, drama)
- Awards and honors you have received
- Elected offices you have held
- Academic accomplishments (major paper, science experiment, artistic project)
- Talents that make you “stand out from the crowd”

When listing your activities, include the number of years of involvement and the amount of time you spent on the activity weekly. You could also explain why this activity was significant to you.

Start a Job Search

As you identify your various skills and interests, research potential careers to see how suitable they may be for you. Remember, there's a lot more to success than how much money you make. You want to be happy in your chosen career field as well. Keep in mind, though, that as the job market becomes more competitive and college degrees more common, it may be worth earning a degree while you work in your chosen profession. In this way, you can acquire experience within your field, and give yourself a leg up when being considered against your colleagues for potential promotions.

First Job Search Tips. Keep in mind that you may not get the first job you apply for, or the second... A job search can take time, especially if you don't have much experience. Here's how to ensure you're a top-notch candidate for the jobs you are applying for.

Be Persistent. Wait a few days, then follow-up your application with a phone call to the hiring manager reiterating your interest. If you have applied in person, stop in again and mention that you are really interested in the opportunity.

Don't Stop. Don't apply at one place and wait for the phone to ring. Complete as many job applications as you can, and consider a variety of positions. The more you apply, the better chance you have of finding a job.

Be Flexible. Applicants who are only available for limited hours are less likely to get hired than those who are flexible as to when they can work. For example, one candidate for a summer job told the employer that they were only available on Wednesday afternoons and Saturday mornings. Compare that to another applicant who selected "any" on the Hours Available section of the job applicant and you can see why the second applicant got the job.

Use Your Connections. If you have a connection, use it. Does your mom shop regularly at the store where you'd like to work? If so, have her mention that you're looking for a job. That's how I got my first job and how my brother got his first job at the drug store across the street.

Don't Give Up. Job searching isn't easy, especially when you don't have much experience or many skills. Keep trying and keep applying and you will find a job. Your first job will be a stepping stone to your next job - and to your future career.

Websites to Start Your Search.

- Occupational Outlook Handbook: <http://www.bls.gov/ooh/>
- Florida Department of Economic Opportunity: <http://www.floridajobs.org/>
- Brevard Workforce: <http://www.brevardworkforce.com/>

Job Seeker Learning Links

Florida Training and Education Network

This site is designed to take you step-by-step through an interactive search for an occupation or training provider. Results from this web site reflect only authorized training providers and their programs, as determined by the Regional Workforce Boards and the State of Florida.

<http://etpl.flaawi.com/>

Occupational Network

The Occupational Information Network (O*NET) is being developed under the sponsorship of the US Department of Labor/Employment and Training Administration. The O*NET program is the nation's primary source of occupational information. <http://www.onetonline.org/>

CareerOneStop

An extensive amount of tools to help job seekers, students, businesses and career professionals.

<http://www.careerinfonet.org/>

Employ Florida Marketplace

Employ Florida links all of Florida's state and local workforce services and resources. The partners are Workforce Florida, the state policy and oversight board, and the Agency for Workforce Innovation, the state agency which administers workforce funds. At the local level, there are 24 regional workforce boards that administer more than 80 "one-stop centers."

<https://www.employflorida.com/> 866-352-2345

CareerOneStop

A service of the U.S. Department of Labor and State of Florida employment agencies. This site provides employers with the largest pool of job applicants available anywhere.

<http://www.careeronestop.org/>

America's Career Info Net through CareerOneStop

This organization is part of the America's Job Bank system and provides occupational information, geographic profiles of occupations, employment trends, and research on employment information such as wages and growth to assist in the development of your own career plan. It is:

- A source for employment information and inspiration
- The place to manage careers
- A pathway to career success
- Tools to help job seekers, students, businesses and career professionals
- Sponsored by the U.S. Department of Labor

<http://www.acinet.org/>

America's Job Bank

Links to individual states job bank websites.

<http://www.aib.org/>

Ace the Job Interview

A job interview is a big deal. Here are a few steps to help you get through it.

Be prepared

Before you go into your interview, take the time to research the employer and position. Knowing what you are getting into beforehand can give you an edge up on the competition and make you look more professional. Bring along your resume if you have one, or at least be ready to complete an application requesting information about your education and any past work experience. Also keep a pen and a pad of paper handy, and take some time to jot down a few notes before you go in. Come ready to ask some questions. It will show the interviewer that you are interested in the position.

Dress for success

When applying for jobs, dress as though you had the job. If you're applying for a retail position, for example, visit the store before you apply to see what the staff is wearing. It will give you an idea as to how you should dress. When in doubt, dress up, not down. First impressions are key.

Girls should wear something modest and polished – avoid anything too revealing or flashy jewelry that might be distracting during your interview. A pair of dark-wash jeans with a modest top may be appropriate in some situations. A pencil skirt with a blouse may work better for a more formal interview.

For guys, keep it classy. Baggy clothing or pants with holes in them are not a good idea when you are trying to nail a job. Remember to shave before your interview so you look fresh and clean.

Mind your manners

During the interview, don't forget your manners. Posture can say a lot, so sit up straight and keep focused during your interview. Try not to play with your hair or fidget – this could make you appear nervous, and confidence is essential. Turn off your phone. And don't chew gum during the interview.

Listen closely to the person who is interviewing you, which shows an employer that you will follow instructions once you're on the job. Also, remember to thank your interviewer for considering your application at the end of your interview, or for a more formal interview, send a well-written thank you note. Making that final lasting impression could help you seal the deal and ultimately get hired.

ANTICIPATE THE QUESTIONS, PLAN YOUR ANSWERS

Spend some time before your interview thinking about what you may be asked, and how you would respond. Here are a few commonly asked interview questions, along with some do's and don'ts on how to reply.

Why did you decide to apply for this job?

If the job contains elements that may help you in your eventual career path, talk about that. If it's a place where you're a frequent customer, express your desire to work in a place where you love to shop.

DO NOT simply say you applied for the job to make money or because your parents made you.

Describe your previous work experience.

Mention past jobs that were positive and employers who will give you good references. If this is your first job, sharing about volunteer or community service experiences can say a lot about your character.

DO NOT mention jobs that ended badly or would not provide favorable references. But be prepared to explain if you are specifically asked about those experiences.

What skills or characteristics would make you the best fit for this position?

If you are fluent in any other languages, this is a great time to bring that up. Qualities like being outgoing, responsible, and working well under pressure are always great to mention.

DO NOT claim to have a strength or personality trait that you really don't just to make yourself look better. This will catch up with you in the end.

STEPS TO THE MILITARY

Testing

Taking the Armed Forces Vocational Aptitude Battery, or ASVAB, is the first step to identifying your career interests. The ASVAB is administered annually at most high school in Brevard County to students in grades 10-12. Students can also take the ASVAB through their local recruiting office.

The purpose of the test is for students to identify and investigate career information about all types of careers and occupations. The ASVAB is a 3 hour exam containing a multi-aptitude battery of tests. It consists of 8 short individual tests covering General Science, Arithmetic Reasoning, Word Knowledge, Paragraph Comprehension, Mathematics Knowledge, Numerical Operations, Coding Speed, Auto and Shop Information, Mechanical Comprehension and Sum of Word Knowledge and Paragraph Comprehension. The scores qualify candidates for a variety of jobs and training in the Armed Forces.

For more information and test preparation please check out these web sites:

http://www.military.com/ASVAB/0,,ASVAB_Tips_Study.html

www.testprepreview.com/

http://www.asvabprogram.com/downloads/ASVAB_factsheet-parents.pdf

Recruiting

There are several recruiting stations located throughout the county. Visit

<http://www.todaymilitary.com/> to find your local recruiting station or visit your guidance counselor for information.

Service in the Military can be a great opportunity, as long as it fits into a young adult's educational and personal development goals. Meeting with a recruiter can help clarify these goals and determine whether service is the right choice. Parents and children should discuss such goals with each other before they meet with a recruiter. That way everyone is on the same page. Also, developing specific questions prior to the meeting is an excellent and recommended way to prepare. Here are some to get you started.

General Questions

- How is your Service branch different from the others?
- What is the recruiting process like from beginning to end?
- Why should I join the (Service)?
- Do you have any special incentives to join?
- What's the Delayed Enlistment Program?

Basic Training

- What really goes on in Basic Training?
- What's the balance of classroom and physical training?
- What kind of condition do you have to be in at the start?
- What are the physical standards candidates have to meet?
- What are training and drill instructors like today?
- What percent of people who start Basic Training complete it?
- Can two friends go through Basic Training at the same time?
- Do women receive "military haircuts" too?

The First Term

- How long does the first term last? Do you have programs of different lengths?
- Can an entrant choose the military job he or she wants? How is the job assignment made?
- Can you describe a couple of jobs?
- Can a trainee choose to serve overseas?
- How much does a new recruit get paid, and what are the benefits?
- How often are service members promoted?

Education

- What kind of training comes after Basic Training?
- How good are your military job-training schools?
- What are all the ways a service member can earn college credits during enlistment?
- What are your tuition support programs? How does an entrant qualify for them?

Recruiters are ready to answer these questions and any others you have in mind. If they cannot answer your question immediately, they will find the information you need and get back to you.

ROTC and Community College

Many community colleges have institutional agreements with universities in the local area. Students in community college can participate in ROTC programs. Please see your community college advisor for details.

Visit this site for more information:

<http://www.todaysmilitary.com/>

COLLEGE and MILITARY CAREERS

US Military Academies

Are you interested in a professional military career as an Officer? All officers are college graduates. High School Seniors **must** apply by December. Go to the Army, Navy and Air Force Academy web site for their individual requirements. Juniors may start the application process by March of their junior year. The web sites at:

- US Military Academy at West Point www.usma.edu
- US Naval Academy At Annapolis www.usna.edu///homepage.php
- US Air Force Academy at Colorado Springs www.usafa.edu
- US Coast Guard Academy www.cga.edu
- US Merchant Marine Academy www.usmma.edu

Additionally there are other military schools which have strong relationships with the military that in many cases can assist you in earning scholarships. They are:

- Norwich University www.norwich.edu/
- Virginia Military Institute , www.vmi.edu/
- The Citadel www.citadel.edu/
- Virginia Tech Corps of Cadets www.vtcc.vt.edu/
- North Georgia College & State University www.ngcsu.edu/
- Texas A & M Corps of Cadets www.aggiecorps.org/home/default.aspx

ROTC Scholarships

www.armyrotc.com www.navy.com/ www.afrotc.com/scholarships/

You do not have to participate in high school Junior ROTC to earn a “college ROTC” scholarship. Do you want to be an Officer and serve in the Armed Forces? Look at this opportunity. Selected applicants for the Reserve Officer Training Corps scholarship program are awarded scholarships through a highly competitive national selection process. The recipient will be commissioned an officer upon graduation from college, and is obligated to serve in the U.S. Armed Forces. The scholarship recipient will receive full tuition and other financial benefits including books, class fees and a monthly stipend at many of the country's leading colleges and universities. Those interested in being a Second Lieutenant in the US Marine Corps should apply for the US Navy ROTC Scholarship.