The power of the volunteer comes from students seeing that members of the broader community view education as an important goal.

Delaware College Application Month 2013
Volunteer Handbook

Thank you for volunteering your time and enthusiasm for Delaware’s 2013 College Application Month! During College Application Month, all graduating seniors will be encouraged to apply online to the college or university of their choice, if they have not already done so. This year, 20 Delaware high schools will be holding College Application Week events during the month of November. Delaware’s College Application Week events are possible due to the collaborative efforts of the administration, faculty, and staff at Delaware high schools, as well as our students, their families, and volunteers like you from across the community. We appreciate your commitment to making college a reality for our students. Please use this handbook to familiarize yourself with more information about College Application Month, as well as volunteer roles and responsibilities.

Background

College Application Month (CAM) is a national effort through the American College Application Campaign with the goal of providing every graduating high school senior the opportunity to apply to college. The Delaware Department of Education and the Institute for Public Administration at the University of Delaware are leading Delaware’s CAM and providing technical assistance to participating schools.

Delaware’s Pilot Program

Delaware’s 2012 pilot program took place over the course of a week in two schools—Smyrna and Lake Forest High Schools. Staff and students at both schools were excited to participate, calling this week “an awesome experience” and a “great idea.” Students reported that they especially appreciated being able to focus on applications during school hours—time they weren’t taking away from their homework, extracurricular activities, or part-time jobs. Several commented they would not have applied to college if not for the assistance and encouragement they received during the designated College Application Week.

2013 Expansion

Building on the success of last year’s pilot, the program has been expanded to reach 20 schools across the state during the entire month of November. In future years, the goal is for all Delaware high school to participate. A list and map of participating schools can be found here.
What College Application Month Is and What It Is Not...

College Application Month focuses on providing students with the resources to apply to college. College Application Week events give high school seniors the time and opportunity to fill out college applications during school hours. Individual high schools may hold additional events focused on awareness of and preparation for postsecondary education. Students are encouraged to research colleges and universities before their school’s College Application Week in order to find the schools that would best fit them.

Please note that College Application Month is not a recruitment opportunity for individual colleges. Ardent graduates may find themselves helping students complete applications to other colleges; they should not use the contact with the students to communicate information about their alma mater unless the student specifically asks, and even then, they should be discreet.

How Have Students Prepared for their School’s College Application Week Events?

- Students should have reviewed a college application checklist to ensure they have all the information required to complete a college application and have completed, in advance, practice applications, essays or personal statements.

- Volunteers may want to check out some of the Delaware Higher Education Office (DHEO)’s online resources prior to the event:
  - DHEO’s Online Resources
  - College Planning: Know How 2 Go and BigFuture
  - Delaware Colleges & Universities – College Preparation Checklist

- Volunteers also may want to review this overview of student resources and Student Checklist to see how students have prepared to apply to college.

- Teachers and counselors at participating College Application Month schools have helped their students prepare for College Application Week events by completing the above activities and assisting with college planning.

- If students do not have all of the required information to complete an application during a College event, volunteers should encourage them to take the time to work on their applications. In some cases, the schools will allow students to complete their applications at home and print out their confirmation upon submission for their counselor’s verification and record-keeping.

Volunteer Roles and Responsibilities

Volunteers help guide students through the college application process and help answer any questions students may have, regardless of where the student wishes to apply. Volunteers do not need to have prior experience helping students fill out college applications. You just need to have a desire to assist and encourage students as they take this first and important step toward continuing their education beyond high school. Volunteers are not expected to advise students about their college choices. Volunteers should direct student questions about college choice to the counselor on hand.
Volunteer Training

All volunteers must complete the College Application Month training before assisting in schools. The training comprises viewing a brief Volunteer Training Webinar (approximately 10 minutes) and reviewing this Volunteer Handbook. The Volunteer Training Webinar is available [here](#). Remember, the most important role of the volunteer is to provide support and encouragement to students throughout the application process!

*NNOTE: Following your registration, you will be sent the Volunteer Reference Guide that will provide logistical information for the school in which you are volunteering, including policies and procedures on parking, dress code, and contingency plans, etc.*

**Typical Tasks for Volunteers**

- **Greeting and signing-in students.**

- **Monitoring printers** to ensure that any applications that need to be printed remain in order and replenish the paper supply as needed.

- **Assisting students in filling out online applications.** Students should have completed practice applications and essays prior to College Application Week events, however, some may still have questions when filling out applications. For your reference, a list of commonly asked questions on college applications has been provided [here](#). If volunteers do not know the answer to a student question, please refer the student to the teacher or counselor on hand.

- **Helping students apply for a FAFSA PIN.** It is highly recommended that students apply for a FAFSA PIN during College Application Week event. Instructions for FAFSA PIN registration are below:

  2. At the toolbar at the top of the screen, click “PIN Site” to be directed to another page.
  3. On the new page, find the button on the right side of the screen that says “Apply Now” and click on it.
  4. Follow the prompts on the subsequent pages to apply for your FAFSA PIN. **NOTE:** Be sure to keep track of any security questions that you establish for the protection of your account.
    A. Security Question
    ____________________________________________________________
    B. Answer
    ____________________________________________________________
  5. You will be prompted to create your own PIN if you so choose. Your PIN must be four numbers. Choose a PIN that you can remember easily, but that others can’t guess. If you don’t create your own PIN, one will be randomly generated for you.
    C. Your PIN _______________
  6. Follow the rest of the prompts to agree to not share your PIN with others and choose how you’d like to receive your PIN (instantly or receive an email).
  7. You have successfully submitted your FAFSA PIN application!
8. Keep your FAFSA PIN in a safe location. You will need it to complete your Free Application for Federal Student Aid in early 2014. FAFSA applications can be completed beginning January 1st and should be submitted by March 1st, 2014 in order to receive maximum possible scholarships and grants.

- Students may have questions about application fees and waivers. **Some students may be eligible for an application fee waiver from the College Board based on their family income status.** If students have questions about eligibility, please refer them to the counselor or teacher assigned to the room. A limited number of colleges and universities may even waive their application fees during College Application Week. Important information will be posted on the board for students to reference. For colleges that require application fees, students can use credit/debit cards or print their online applications and mail them with a check. The Common Application, however, does not permit paper submissions. In some cases, students can complete their applications at home and submit it with their payment.

- **Asking each student to complete an evaluation** of College Application Week. Schools will either provide a link to an online student survey or paper copies will be provided in the lab.

- **Giving an “I Applied!” sticker and a “What Next?” handout to each student** after they complete an application and evaluation. These materials will be distributed to site coordinators and available in each lab.

- **Congratulating each student** on applying to college and encouraging them to complete their admission file by sending in their high school transcript, test scores, and any other documentation that the college may require.

**What’s the Next Step for Students?**

- Students should complete their application files by ensuring that all additional documentation is sent to the colleges to which they are applying. Encourage students to complete their application files by speaking with their school counselors about which additional documents are required and how to send them. Colleges generally require official test scores, transcripts, and recommendation letters to be sent from the original sources. Encourage students to follow up with these sources (counselors, College Board, recommenders) to ensure that the appropriate documents have been sent. Students should be able to view the status of their application file on the website where they applied.

- Students can attend upcoming Financial Aid Events (FAFSA Day, College Goal Day, etc.) to learn about opportunities to fund their education. Remind students to attend an event in the area. In order to be eligible for financial student aid, college applicants must complete the Free Application for Federal Student Aid (FAFSA) as soon as possible after January 1 of their senior year. Upcoming events in Delaware can be found [here](#). The earlier students and parents/guardians complete and submit this form, the better!

**Questions?**

- If you have any questions about Delaware’s College Application Month, please contact Lisa Moreland (Program Coordinator) at 302-831-4955 or [lisamk@udel.edu](mailto:lisamk@udel.edu).
If you have questions that are specific to your volunteer experience at a particular high school, please contact the appropriate site coordinator. Site coordinator contact information for each school can be found here.

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**College Search/Planning**

**BigFuture**, CollegeBoard’s college search and planning site, offers a variety of helpful resources for students considering postsecondary education. Students can customize their college searches to find institutions that would be the best fit for them, locate financial aid information, and create a roadmap of their college application plans.

**YouCanGo**, also a part of the College Board website, provides information for students who have not considered applying to college or feel that too many obstacles stand in the way of pursuing higher education. There also are videos of students sharing their success stories.

The Delaware Higher Education Office also has information for Delaware students planning to apply to college. Students can use the site to apply for state aid, view information on Delaware colleges, and find available scholarships in the state. Students can find local college fairs and learn about Delaware colleges and universities.

**Applying to College**

**BigFuture** also has a section of the website devoted to assisting students in applying to colleges. Students can find a summary of how to begin applying to colleges and answers to frequently asked questions.

Many colleges have switched to The Common Application, where students fill out a standard application and submit it to multiple colleges. Students can create a free account for The Common Application, review application requirements, and find out which institutions accept The Common Application.

Some students may not have as much parental support as they need when applying to college. This U.S. News & World Report article provides tips for students applying to college without parental help.

Students can review the most important components of college applications here.
Essays

Essays are an important component of college applications because they give students a chance to share their experiences and explain what makes them unique. The best essays communicate something about the student that cannot be found elsewhere in the application. Students can find tips for writing essays here. The essay prompts for The Common Application are available here.

Testing

Many colleges require students to submit SAT or ACT scores in addition to their applications. However, some colleges are moving away from requiring students to submit test scores. FairTest has a list of colleges and universities that are test-optional.

Students should find out if the colleges to which they will be applying require SAT or ACT scores.
- Students can register to take the SAT here, and find free study materials here.
- Students can register to take the ACT here, and find study materials here.

Financial Aid

The Delaware Higher Education Office has information on state-sponsored and private financial aid to help Delaware students attend college. This website provides information on state aid, grants, scholarships, professional incentive programs, awards, and loans.

The Federal Student Aid site, administered by the U.S. Department of Education, also has additional information on national grants, scholarships, loans, and additional types of financial aid.

Students can apply for federal aid by completing the FAFSA (Free Application for Federal Student Aid). Completing the FAFSA gives students access to the largest source of financial aid in the country.

Students must first set a FAFSA PIN here.
Frequently Asked Questions on College Applications

Enrollment Information

What is my entering term and year?
Most students will select the fall semester following their senior year. For example, a student graduating high school in June 2014 would enter college in fall 2014.

What is my entrance status?
Freshman: You are considered a freshman if this is the first college in which you enroll after graduating high school. Check this box even if you have earned college credit in high school through advanced placement or dual enrollment courses.

Transfer: If you are graduating high school this year and enrolling directly in college, you are NOT a transfer student, even if you have earned college credit while in high school.

Non-Degree: You are classified as non-degree if you want to take college courses but are not seeking a degree.

What is my desired major?
You may select your first choice of major or you may choose to enter “undecided.” Please note that you can change your major once you enter college as well.

Name and Identification

Nobody calls me by my real name. Can I use my nickname?
No. You must provide your full legal name on college applications. This is one of the ways the admissions office matches up all the supplemental information (transcripts, test scores, financial aid etc.) to your application form. Be sure to provide your full name, including your middle name. If you have ever legally used another name (for example, if you have changed your last name through adoption), be sure to provide that name in the appropriate section. Most applications do ask if you have a preferred name or a nickname. This is the place for you to indicate the name you would like to be called.

Why do I have to give my Social Security number on applications?
While you are normally advised to protect your Social Security number, this is one case where you must provide it. Your SSN helps colleges match your application to your Free...
Application for Federal Student Aid (FAFSA). Many people may share your name, so your SSN helps to identify your application!

**Address**

**Can I list a Post Office Box as my address?**

You may list a P.O. box as your mailing address; however, you will have to provide a physical address as your permanent address. The date that this address became your permanent mailing address is the month and year that you moved to that location. If you have lived in the same house since you were born, this date will be the same as your birth date.

**What if I am homeless?**

If you do not live somewhere that you can receive mail, ask your counselor if you can use the school’s address on your application.

**Citizenship**

**Am I required to answer questions about citizenship?**

If the application indicates that the question is required, then yes, you must answer this question. This is the primary way in which an institution determines if you should apply as a US citizen or permanent resident or if you are considered an international student for admission purposes. If you are not a US citizen but are a permanent resident and have a permanent residency card, you will be required to provide proof. Some colleges request that you simply provide the number on your card; others require that you submit a copy of the card. You should bring a copy of the card to your CAW event.

**Family Information**

**What family information am I required to submit?**

You will need to indicate whether your father and/or mother are living. Many applications will also require your parent(s) or guardian(s) contact information in case of emergency.

Additionally, most colleges ask you to provide information about your parent or guardian’s educational history and current employment. If neither of your parents graduated with a bachelor’s degree, you are considered a “first generation student.” Many colleges offer incentives and special programs for first generation students, and your application is how they learn if you qualify for them. If you live with a legal guardian, you should answer these questions about your parent(s) rather than your guardian.

**What if I am a foster youth or no longer live with my parents?**

You may choose to list your biological parents or your current guardian(s). Colleges use the application process to learn as much about you as possible. They want to build a strong and diverse student body while making the best admission decision for you. So, you should answer these questions as fully as you feel comfortable in order to give colleges an accurate depiction of your background and goals.
College Information

What should I list for college courses taken or planned?
You should list any courses you have taken on a college campus, through a college’s online system, or a college course taught at your high school by a certified college instructor. Please note that dual enrollment (high school and college classes) should be added here; however, do not list AP or IB courses.

Do I have to list all of my activities and interests for each college application?
If you have a significant number of activities and interests, consider typing them up in a Word document and saving them to a flash drive so that you can copy and paste them into each application. If you are using the Common Application, you will only need to fill out one application that you can submit to a number of colleges.

What additional information will I need to include for each college application?
This information varies by college. You can find this information by looking at the Admissions section of the college’s website.

What types of questions will I be asked about my criminal history?
Most colleges will ask if you have ever been convicted of a felony. Answering yes will not necessarily preclude you from being admitted. However, your failure to provide accurate, truthful information can be grounds to deny or withdraw your admission. Most applications allow you to explain the circumstances if you respond “yes” to these questions, which can give you an additional opportunity to explain your personal experience and growth. Complete honestly is expected.

Test Scores

Do I have to provide all of my SAT or ACT scores?
Even if you send all of your SAT or ACT scores, colleges will generally only look at your best ones. Many colleges will even combine your highest subscores (for example, your best math and verbal scores) to give you the best possible score overall. Because of this, it is often in your best interest to send all of your scores to colleges.

What if I haven’t taken the SAT or ACT yet?
Not all schools require that you take the SAT or ACT. Community colleges generally do not require them, and there are many four-year colleges and universities that don't. Find a list of schools 4 year colleges and universities that are “test optional” and learn about their requirements at Fair Test. However, if you are applying to a college or university that requires one of these tests, you'll need to take it as soon as possible. Click here to find the next test dates and registration information for SAT or ACT.
Dear High School Senior,

It is probably hard to believe your senior year is finally here. With it comes planning for what you will do after graduation. As you know, education beyond high school is important in today’s economy. You have spent the last twelve years in school preparing for life after high school—now is the time to put those plans into motion!

It’s officially time for you to apply to college. There are a lot of options out there and it can be a little overwhelming. This checklist, in conjunction with your Student Success Plan, is designed as a tool to help you sort through all of that information and we’ve included important factors to consider as you decide which college is right for you.

In a few weeks, you will have the opportunity to apply to the colleges of your choice during **College Application Month**. Your school counselor will help you get ready for this opportunity and provide you with the specific date(s) of the event at your school.

Deciding on a college is one of the most important decisions you will ever make. Explore this checklist, ask questions, and prepare to apply to college during your school’s College Application Week.

We wish you the best of luck as you begin this exciting time in your life!

Sincerely,
The College Application Month Planning Team
Choosing a College Major

Your major is the specific subject area you will study. Typically, between one-third and one-half of the courses you’ll take in college will be in your major or related to it.

Choosing a major can be daunting! Here are some questions to help narrow down your choices:

1. What are your interests?

2. What type of work do you enjoy?

3. Which subjects did you enjoy studying the most in high school?

4. What type of career can you see yourself in?

5. What careers are offered in the area you would like to live?

Remember that it’s not uncommon for college students to change majors one or more times after they enroll in college, so you may want to explore colleges that offer more than one of your preferred majors.

List YOUR top three college major choices:

1st Choice: ________________________________

2nd Choice: ______________________________

3rd Choice: ______________________________

✓ Exploring Postsecondary Schools

There are hundreds of postsecondary colleges and universities to which you have the opportunity to apply, but it’s important to answer some important questions to figure out the best fit for you. Here are some things to think about as you explore!

Size
Large or Small Campus?
Everybody Knows You or Anonymity of a Crowd?
On or Off-Campus Living?
Large or Small Class Size?
Professors or Teaching Assistants?
Lots of Extracurricular Activities or Just a Few?

Type
2-year or 4-year School?
Single Sex or Coed?
Religious Affiliation?
Public or Private?

Geography
City or Rural Area?
Close to Home or Far Away?

Cost
In-State or Out-of-State Tuition?
Scholarship Opportunities or No?
Work Study Programs Available or Not?
Less or More Expensive than National/State Average?

You also may want to find someone who attended each of the schools of your choice. Interview them and find out more about their college experiences.

Questions you may want to ask:
- What was your major?
- Did you change majors while in school?
- What did you like/dislike about the school?
- Did you stay on campus?
- Were you the first in your family to go to college?
- Were you involved in any campus activities?
- Do you think this school is a good fit for me?
When you want to start searching, we recommend that you visit https://bigfuture.collegeboard.org/. You can supplement your research with the following as well – www.nces.edu.gov/collegenavigator or http://www.collegeresults.org/ or http://www.imfirst.org/. This will allow you to gather information about a variety of colleges and universities. Use the table on the bottom of this page to keep track of college admission requirements for your top three colleges.

Based on your research, list YOUR top three colleges:

1\textsuperscript{st} Choice: ________________________________

2\textsuperscript{nd} Choice: ________________________________

3\textsuperscript{rd} Choice: ________________________________
✓ “Top 3” Information

Top three colleges and universities to which you wish to submit an application:

1. ______________________________________________________________
   Deadline for application: _______  Cost to apply: _______  Payment option: _______
   Deadline for scholarship or institutional financial assistance: ________________________

2. ______________________________________________________________
   Deadline for application: _______  Cost to apply: _______  Payment option: _______
   Deadline for scholarship or institutional financial assistance: ________________________

3. ______________________________________________________________
   Deadline for application: _______  Cost to apply: _______  Payment option: _______
   Deadline for scholarship or institutional financial assistance: ________________________

<table>
<thead>
<tr>
<th>College Comparison Chart</th>
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<tbody>
<tr>
<td>Geographic Location</td>
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<tr>
<td>Campus Setting</td>
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<td>Admission/Placement Test</td>
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<td>Requirements</td>
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<tr>
<td>Number of Enrolled Students</td>
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<tr>
<td>Student Graduation Rate</td>
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<tr>
<td>College Housing Options</td>
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<tr>
<td>College Transportation</td>
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<tr>
<td>Application Fee Waiver Available?</td>
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<tr>
<td>Tuition (yearly)</td>
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<tr>
<td>Room and Board (yearly)</td>
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<tr>
<td>Total Estimated Yearly Cost</td>
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<td>Grants (Does the school participate in federal/state grant programs?)</td>
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<td>Scholarships</td>
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<td>Work Study</td>
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<tr>
<td>Loans</td>
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<tr>
<td>Financial Aid Deadline</td>
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<tr>
<td>% of Undergraduates Receiving Aid</td>
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</table>
✓ Preparing to Apply

There are many components of a college application. You can prepare for College Application Week at your school by ensuring you have access to the following:

**Official Transcript**
- Your transcript is the record of all the courses you have taken for high school credit, your grades, and credits earned. Other information that might be included on a transcript: GPA, class rank, standardized test scores, course in progress. This is normally sent directly from your high school to the college.

**Standardized Test Scores**
- SAT or ACT scores

**Application Forms**
Many colleges accept The Common Application. Regardless of the school or application, these will be important components:

- Personal and Educational Data
  - Name
  - Address
  - Phone number
  - E-mail
  - Citizenship and residency information
  - High schools you have attended
  - College credits you have earned
  - Parental information
  - Senior-year schedule
  - Standardized test scores

- Honors and Awards
- Extracurricular, Personal, and Volunteer Activities
- Employment, Internships, and Summer Activities (Some colleges allow you to submit a resume in addition to the activity section of their application.)
- Essays – Both Short Answer and a Longer Personal Essay
- Disciplinary Information
- Application Fee (Many colleges will accept fee waivers that can be obtained from the guidance office if you are eligible.)
- Signature
- Audition or Portfolio (For certain majors, students might be required to audition or asked to submit a portfolio of artistic work.)
Recommendation Forms

- Most colleges and universities will require at least one recommendation form or letter of recommendation. Some schools may stipulate that these have to come from a counselor, teacher, or community member who knows you well.

- Remember, colleges are not only interested in hearing from teachers who taught courses in which you’ve received a top grade, but from teachers (and other individuals) who know you well and can talk about your work ethic, inquisitive nature, and motivation to learn.

*It is strongly recommended that you write your essays and personal statements well in advance of College Application Week. Bring a final, edited electronic copy on a flash drive.*
Volunteer Handbook

Complete this information before the College Application event and keep it in a safe place.

Personal Information

Full Name (First, Middle, Last) ________________________________

Permanent Address (where all mail will be sent) ________________________________

City, State, ZIP __________________________________________

Home Phone Number __________________________________________

Mobile Phone Number __________________________________________

E-Mail Address __________________________________________

Bring your social security number or memorize it. You will need it!

Driver’s License Number __________________________________________

Date Issued __________________________________________

Date of Birth __________________________________________

Place of Birth __________________________________________

Citizenship (check one) _________ U.S. Citizen

_________ Permanent Resident

_________ Other, give visa type

If not a U.S. citizen, are you a legal immigrant (permanent resident alien of the U.S.)?

_________ Yes

_________ No *

*If you answered “no,” be prepared to answer the following:

Country of Citizenship __________________________________________

Permanent Residence __________________________________________

Resident Alien Number __________________________________________

Country of Birth __________________________________________
Parent/Guardian Information

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<th>Parent/Guardian #1</th>
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<td>Full Name (First, Middle, Last)</td>
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<td>Relationship to You</td>
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<tr>
<td>Street Address</td>
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<td>City, State, ZIP</td>
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<td>Telephone Number</td>
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<td>E-Mail Address</td>
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Highest Level of Education Completed
(Unknown, K-8, High School, 2-Year College, 4-Year College, Graduate School)

Institution/Degree

*You also may want to familiarize yourself with your parent/guardian’s job (company/organization name, occupation, and job title). Some applications may ask for a salary range.*

Educational Information

Name of Current High School
Mailing Address
Telephone Number
Date Entering High School
Anticipated Graduation Date

*If you have attended any other high schools, you will need the above information for the other high schools you have attended.*

List any colleges you have attended for which you expect to receive college credit:

| College Name | |
| City, State | |
| Dates of Attendance | |
List the courses you are taking during your senior year. Please indicate any that are Honors, AP, IB or Dual Enrollment (college courses): 

<table>
<thead>
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<th>Fall Semester:</th>
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<th>Spring Semester</th>
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**Testing Information**

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<th>SAT Test Date (Month/Year)</th>
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<td>Critical Reading Score</td>
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<td>Math Score</td>
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<td>Writing Score</td>
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<td>ACT Test Date (Month/Year)</td>
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<td>Composite Score</td>
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<td>English Score</td>
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<td>Verbal Score</td>
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<td>Reading Score</td>
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<tr>
<td>Science Score</td>
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</table>
List your extracurricular, community and family activities, and hobbies. Be prepared to include specific events and major accomplishments such as musical or artist talent or volunteer services.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Grade Level</th>
<th>Approx. Time Spent</th>
<th>When?</th>
<th>Positions Held</th>
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<tbody>
<tr>
<td></td>
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<td>Weeks per Year</td>
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List any work experience that you may have.

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✓ Apply for Your FAFSA PIN

Applying for college is a HUGE step toward your future, but college can seem out of reach because of the cost of attending. The Free Application for Federal Student Aid (FAFSA) can help by providing grant and loan opportunities for students who qualify. Before you can submit a FAFSA, you need to apply for a PIN. It is highly recommended that you apply for your FAFSA PIN at your College Application Week event.

2. At the toolbar at the top of the screen, click “PIN Site” to be directed to another page.
3. On the new page, find the button on the right side of the screen that says “Apply Now” and click on it.
4. Follow the prompts on the subsequent pages to apply for your FAFSA PIN.
   
   **NOTE:** Be sure to keep track of any security questions that you establish for the protection of your account.

   a. Security Question

   ________________________________

   b. Answer

   ________________________________

5. You will be prompted to create your own PIN if you so choose. Your PIN must be four numbers. Choose a PIN that you can remember easily, but that others can’t guess. If you don’t create your own PIN, one will be randomly generated for you.

   a. Your PIN ______________

6. Follow the rest of the prompts to agree to not share your PIN with others and choose how you’d like to receive your PIN (instantly or receive an email).
7. You have successfully submitted your FAFSA PIN application!
8. Keep your FAFSA PIN in a safe location. You will need it to complete your Free Application for Federal Student Aid.
2013 Delaware CAM School Contact Information

Brandywine High School  
*November 12–13*
1400 Foulk Road Wilmington, DE 19803  
Site Coordinator: Amanda Nersasian  
amanda.nersasian@bsd.k12.de.us  
(302) 479-1600

Caesar Rodney High School  
*November 4–8*
239 Old North Road Camden, DE 19934  
Site Coordinator: Tracey Gross  
tracey.gross@cr.k12.de.us  
(302) 697-2161

Cape Henlopen High School  
*November 20-21*
1250 Kings Highway Lewes, DE 19958  
Site Coordinator: Terri Smith  
terrie.smith@cape.k12.de.us  
(302) 645-7711

Concord High School  
*November 18–19*
2501 Ebright Road Wilmington, DE 19810  
Site Coordinator: Leah Heckles  
leah.heckles@bsd.k12.de.us  
(302) 475-3951

Delaware Military Academy  
*November 21–22*
112 Middleboro Road  
Wilmington, DE 19804  
Site Coordinator: Debra Certesio  
debra.certesio@dma.k12.de.us  
(302) 998-0745

Delmar Senior High School  
*November 13–14*
200 North Eighth Street Delmar, DE 19940  
Site Coordinator: Gene Kline  
gene.kline@delmar.k12.de.us  
(302) 846-9544

John Dickinson High School  
*November 4–8*
1801 Milltown Road Wilmington, DE 19808  
Site Coordinator: Madeleine Reitemeyer  
madeleine.reitemeyer@redclay.k12.de.us  
(302) 992-5500

Paul M. Hodgson Vocational Technical High School  
*November 12–15*
2575 Glasgow Avenue Newark, DE 19702  
Site Coordinator: Amy Pellegrini  
amy.pellegrini@nccvt.k12.de.us  
(302) 834-0990

Howard High School of Technology  
*November 21-22*
401 East 12th Street Wilmington, DE 19801  
Site Coordinator: Kirsten Coughlin  
kirsten.coughlin@nccvt.k12.de.us  
(302) 571-5400

Lake Forest High School  
*November 18–22*
5407 Killens Pond Road Felton, DE 19943  
Site Coordinator: Ivy Truitt  
itrui@lf.k12.de.us
<table>
<thead>
<tr>
<th>School</th>
<th>Start/End</th>
<th>Address</th>
<th>Site Coordinator</th>
<th>Email Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thomas McKean High School</td>
<td>November 18–22</td>
<td>301 McKennan's Church Road Wilmington, DE 19808</td>
<td>Jennifer Vosburgh</td>
<td><a href="mailto:jennifer.vosburgh@redclay.k12.de.us">jennifer.vosburgh@redclay.k12.de.us</a></td>
<td>(302) 992-5520</td>
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<tr>
<td>Middletown High School</td>
<td>November 18–22</td>
<td>120 Silver Lake Road Middletown, DE 19709</td>
<td>aQuena Williams</td>
<td><a href="mailto:aquena.williams@appo.k12.de.us">aquena.williams@appo.k12.de.us</a></td>
<td>(302) 376-4141</td>
</tr>
<tr>
<td>Milford Senior High School</td>
<td>November 19–21</td>
<td>1019 North Walnut Street Milford, DE 19963</td>
<td>John Berry &amp; Michael Sharp</td>
<td><a href="mailto:JBerry@msd.k12.de.us">JBerry@msd.k12.de.us</a> <a href="mailto:MSharp@msd.k12.de.us">MSharp@msd.k12.de.us</a></td>
<td>(302) 422-1610</td>
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<tr>
<td>Mount Pleasant High School</td>
<td>November 14–15</td>
<td>5201 Washington Street Extension Wilmington, DE 19809</td>
<td>Rachel Herskowitz</td>
<td><a href="mailto:rachel.herskowitz@bsd.k12.de.us">rachel.herskowitz@bsd.k12.de.us</a></td>
<td>(302) 762-7125</td>
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<tr>
<td>Newark High School</td>
<td>October 28–November 1</td>
<td>750 East Delaware Avenue Newark, DE 19711</td>
<td>Shirin Skovronski</td>
<td><a href="mailto:skovronskis@christina.k12.de.us">skovronskis@christina.k12.de.us</a></td>
<td>(302) 631-4700</td>
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<tr>
<td>Smyrna High School</td>
<td>November 20–21</td>
<td>500 Duck Creek Parkway Smyrna, DE 19977</td>
<td>Jennifer Davis</td>
<td><a href="mailto:jennifer.davis@smyrna.k12.de.us">jennifer.davis@smyrna.k12.de.us</a></td>
<td>(302) 653-8581</td>
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<tr>
<td>Sussex Central High School</td>
<td>November 12–15</td>
<td>26026 Patriots Way Georgetown, DE 19947</td>
<td>Christina Keeler</td>
<td><a href="mailto:Christina.Keeler@irsd.k12.de.us">Christina.Keeler@irsd.k12.de.us</a></td>
<td>(302) 934-3166</td>
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<tr>
<td>William Penn High School</td>
<td>November 12–15</td>
<td>713 East Basin Road New Castle, DE 19720</td>
<td>Loveita Moffett</td>
<td><a href="mailto:Loveita.Moffett@colonial.k12.de.us">Loveita.Moffett@colonial.k12.de.us</a></td>
<td>(302) 323-2800</td>
</tr>
<tr>
<td>Woodbridge High School</td>
<td>November 18–21</td>
<td>307 Laws Street Bridgeville, DE 19933</td>
<td>Kristin Senkbeil</td>
<td><a href="mailto:kristin.senkbeil@wsd.k12.de.us">kristin.senkbeil@wsd.k12.de.us</a></td>
<td>(302) 337-8289</td>
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