

HIFE CPP REQUIREMENTS:

- ◆ Must have a minimum GPA of 2.5
- ◆ Must seek to attend an accredited institution
- ◆ Must be willing to complete the assigned homework provided by the HIFE Coach

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Benefits of the CPP

## Message From The Dean - Bob Fulcomer

As part of the planning process for students preparing to transition to college as well as students who have a few years of high school left, creating a comprehensive resume is becoming a necessity. High school seniors should be looking for potential internships and summer jobs as well as job shadowing opportunities. Many times, students are thinking about possible

careers but have never had the opportunity to see what the career really involves. All students should be exploring their potential career choices by, at the very least, talking with people working in that field. If possible, find a volunteer position if actual employment is not an option. Any and all of these experiences are valuable not only for the application process but,

more importantly, gaining an understanding of what the career choices really involve. Making the right career choice as early as possible not only saves money but also provides for a much happier and successful working career.



## Students Describe the Benefits of Internships

If you're on the fence about whether or not to pursue an internship during college, the statistics alone should convince you to do one. Employers overwhelmingly point to internship experience as the most important factor they consider in hiring new college graduates for full-time positions, and they have a variety of self-serving reasons for feeling that way. How do you benefit from taking part in an internship? Here's what a few of your fellow students and recent graduates had to say:

### Gain Industry Knowledge You Won't Learn Anywhere Else

"Being able to talk with people working in the industry I'm studying to work in is priceless," says Jared Smith, a 24-year-old junior at Shasta College, beginning his second Web development internship for Redding Electric Utility in California. "I was able to spend the day in the control room at the power station, which was amazing for me. I was also able to see the data that is going to be important to me in my career. I learned about

things I'll never find in the classroom. Now I can focus on my studies and strive for the knowledge I'll need in tomorrow's workforce."

### Accumulate Evidence of Your Abilities

Eugenia Sozzi, a 21-year-old senior at the Catholic University of America, majoring in human resource management, says her recently completed internship at the Federal Energy Regulatory Commission in Washington, DC, "Gave me many opportunities to test and refine my skills."

## Students Describe the Benefits of Internships (cont.)



She spent her summer creating, implementing and managing a new internship program for the organization. As a visionary, she says, "I had to create a program from scratch, setting down its foundations through a mission and vision statement and creating the core aspects of the program accompanied by the supporting details. As a saleswoman, I needed to sell this program to the supervisors and directors who had better things to be doing than supporting this program and even allocating resources to it." Now, Sozzi says she can demonstrate her leadership talents to future employers, her ability to work well with different types of people and her skills in seeing projects through from start to finish.

### Make Critical Professional Contacts

"One of the benefits I took away from my internship was the personal references I can use when [future] employers ask for them," notes 22-year-old Michael Charron, a recent communications graduate of Worcester State College who interned for the Worcester Telegram &

Gazette newspaper during his senior year. "That's important, because now I have an actual reference letter from a work-related person rather than a family friend. Plus, I've also been able to do some networking and get prospective leads on other workplaces that might be hiring."

### Your Confidence Will Improve

Michelle Jost is a 22-year-old senior at the University of Wisconsin at Madison who will graduate in December 2001 with a degree in conservation. She's interned as an animal educator at the New England Aquarium in Boston, as an assistant for Natural Health magazine in Boston and as an attractions hostess at Walt Disney World's Animal Kingdom in Orlando, Florida. "How have my internships benefited me?" says Jost. "I'm in the process of finding a job right now, and my resume rocks! I'm not concerned about finding a great position in the field I want. I'm going as a Disney-trained, internationally published educational presenter who has the New England Aquarium as my main reference. So I have the

confidence of someone who's been in my field for several years, and I have the names, references and organizations to back me up."

### Possibly Land a Full-Time Job

Forty-seven-year-old Wendy Stubbs is now a career development specialist at the University of South Dakota, thanks in great part to the internship she completed at the USD Career Development Center last year as a graduate student. Meanwhile, 24-year-old September McIntyre, who just finished her master's degree in public relations at the University of North Texas, landed her new job as a public relations specialist for BSMG Worldwide in Dallas following a six-month internship with the company. Research shows that 85 percent of companies use internships and similar experiential education programs to recruit for their full-time workforces.

Source: <http://www.monster.com/career-advice/article/students-benefits-internships>



## The Importance of the High School Resume



Most high school students think a résumé is not needed until one graduates from college and is in the process of finding employment. This is far from the truth! It is an essential part of your college application.

Because admission to college is so highly selective today due to the marked increase of students applying for the limited open slots, it is imperative that you find a way to stand apart from all of the other applicants. A high school résumé can help do that for you! It is one of the most important marketing tools that you can use in selling yourself. Essentially your résumé provides a snapshot picture of the "REAL" you: your interests, passions, achievements, and contributions BOTH in and out of the classroom.

Although the résumé includes the same information that a college application asks for, it has several distinct advantages:

- Your résumé will highlight your most significant achievements and experiences during your high school career and, in doing so, it may help you develop a thematic approach to your

application. By reading through your résumé, you may gain insight into what makes you so special and unique from other students. You can then work this theme of what makes you "you" throughout your application.

- The college application allows only limited space to relate your academic and extracurricular achievements. Your résumé will give you the opportunity to elaborate on ALL of your significant involvement and achievements in activities both in the classroom and in the community and, most importantly, you will be able to describe the specific contributions you made in each endeavor.
- After you develop your résumé, it is a "done" document so it will be easy for you to simply transfer this information to your college application without making an error or omitting any significant experiences or honors achieved.
- You can use your résumé to help your teachers and guidance counselor write a better recommendation for you because it will remind them in specific detail of your interests and the many accomplishments you have achieved during high school. It will also

demonstrate to them your seriousness of purpose in the college application process and your good organizational skills.

A well-done résumé will enhance your application by providing a professional and organized appearance to your application package.

Tip! You might want to give your resume one final polish by having resume writing experts at Resume Edge give it one last review to give you an edge over other applicants. As an added bonus, if you use this link and click on the Students Category, you can save \$20 off the price of the service, too! Your résumé serves many purposes, but its main goal is to help you gain a competitive edge in the college application pool. Don't be afraid to market yourself. Use your résumé to shine!

Source: <http://www.collegebasics.com/applying-to-college/your-resume/119-the-importance-of-the-high-school-resume.html>





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*"Providing Families With College Planning Solutions"*

## What We Provide With HIFE College Planning

The HIFE College Planning Program provides many areas of support for both students and parents in preparation for a college career. The success of the program ultimately lies on how proactive each participating student is when it comes to doing the actual work that is assigned by the HIFE Coach.

Although many parents' primary goal is to find funding for their student's education, the college planning and preparation provides an incredible amount of value for the student in determining their career goals.

### Here is the summary of what the HIFE CPP entails:

1. We assign you and your student a personal College Coach to discuss with the student his or her career/major choices, college selections, as well as admission and career tips.
2. We guide your student in completing the Free Application for Federal Student Aid (FAFSA).
3. We assist in the College Scholarship Service (CSS) Profile and all supporting paperwork if applicable.
4. We provide any other

institutional financial aid forms that are required by the individual schools that you provide us.

5. We verify the accuracy of the Student Aid Report (SAR) and assist in making any adjustments.

6. We provide a best fit college search. This will be based on the general interests of the student, and the student will be given access to an on-line program which maintains this information. We will also give additional recommendations if needed.

7. We allow your student access to our on-line software which will entail discussing admissions requirements, admissions essays, selecting the right colleges, how to fill out the different types of admission applications, and what the student should be doing now.

8. We provide a college planning checklist containing essential deadlines, upcoming events, and time lines concerning what we will be doing for you and your student and when.

9. We calculate your Estimated Family Contribution (EFC). We will provide recommendations and/or a plan to reduce the EFC.

10. We provide financial aid award estimates for each school being considered as well as

recommend additional schools to be considered.

11. We provide information on how to attain student loans, grants, and scholarship when applicable.

12. We schedule conference calls for what you need to be aware of or what you should be doing at that time to keep everyone on-track.

13. We provide guidelines in the appeal process, how to read your award letters, what to do if they don't offer you enough aid, as well as financial tips that concern paying for college.

14. We perform a career search (including education requirements, career description, as well as starting salary estimates). This will be based on the general interests of the student, and the student will be given access to an on-line program which maintains this information.

Students may enroll in the HIFE College Planning program as early as the spring semester of their 8th grade up to their high school senior year.

Contact your local HIFE College Consultant to learn more about our program or simply visit us on our website at:

[www.hife-usa.org](http://www.hife-usa.org)