

### **Section 3. Educational Background – High School**

Click on “Find High School Information” to locate Stanton and Stanton’s information will be put into the proper fields.

Under “Courses In Progress:”

Type the name of the course as it appears on your senior schedule.

The level of the course should be obvious – choose the appropriate option from the drop down box: AP, IB, Honors, Dual Enrollment, or Regular are the ones that apply to any course you’ve taken at Stanton. If you’re taking AP Biology, Chemistry, or Physics, the second credit or period (Biology II, Chemistry II, or Physics II) are Honors. Elective such as Anthropology, Psychology Sociology, Speech, Journalism, Drama, etc., are Regular.

Here is a suggested way of completing that section (note that with Journalism and Stagecraft, even though with our new system of .5 credit courses, and both of these courses have 2 parts, each .5 credit, that since there wasn’t room to indicate 2- .5 credit courses for Journalism and Stagecraft, it is OK to indicate they are 1 credit)

**Courses In Progress**

If you are currently attending high school, please list the high school courses you will complete this year. Be sure to include the level of each course and the unit of credit each semester. (A one-unit, year-long course earns a .5 unit the first semester and a .5 unit the second.)  
**List dual enrollment courses in the college section.**

If you are not currently taking courses, enter "NONE" in the first box below.

**First Semester Senior Year**

Course Title	Level	Units
ADV PL ENG LIT	Advanced Placement	0.5
ADV PL STATISTICS	Advanced Placement	0.5
ADV PL PHYSICS	Advanced Placement	0.5
PHYSICS II	Honors Courses	0.5
ADV PL US GOVT	Advanced Placement	0.5
ANTHROPOLOGY	Regular Courses	0.5
SOCIOLOGY	Regular Courses	0.5

**Second Semester Senior Year**

Course Title	Level	Units
ADV PL ENG LIT	Advanced Placement	0.5
ADV PL STATISTICS	Advanced Placement	0.5
ADV PL PHYSICS	Advanced Placement	0.5
PHYSICS II	Honors Courses	0.5
ADV PL MICRO ECON	Advanced Placement	0.5
JOURNALISM	Regular Courses	1.0
STAGECRAFT	Regular Courses	1.0

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### **Educational Background - College**

If you’ve taken or are taking a Dual Enrollment course(s), you must complete the “College History” in this section. If the Dual Enrollment course is in progress, AND you’ve already entered it in the previous High School Section for “high school courses in progress, you must enter it below in the “Courses In Progress.”

#### **College History**

1. Click on "Find College Information,"
2. On the next screen, choose Florida and then FLORIDA CMTY COLLEGE and the information will be put into the fields.
3. For "Attendance Dates," in the “From” box indicate the month started, ie August, and the year, ie 2005, and In the “To” box indicate the month completed, ie May, year 2006.

- If you took Humanities I during the first semester of last year, your “From” month would be August and your “To” box would be October.
- If you took both Humanities I and II during the first semester of last year, your From month would be August and your “To” box would be December.
- If you took Humanities I and II during the second semester last year, your “From” box would be January and your “To” box would be May.
- If you are taking Anatomy this year, your “From” month would be August and your “To” month would be May.
- If you’ve taken Humanities last year and Anatomy this year, your “from” box would be August, 2005, and your “To” box would be May, 2007

If you’ve already completed the Dual Enrollment course(s), your “Hours Completed” would be:

Humanities I – 3 hours  
 Humanities II – 3 hours  
 Anatomy – 8 hours

Under “Degree Awarded or Anticipated, leave the default at - NONE

Under “Credit calendar,” choose semester.

### Courses In Progress

See the graphic below. The complete names of the courses are as follows:

Anatomy & Physiology I, 4 credits

Anatomy & Physiology II, 4 credits

Humanities:The Foundations, 3 credits

Humanities: Mainstreams of Cultures, 15<sup>th</sup> to 20<sup>th</sup> Century, 3 credits (most of this title won’t fit in the box)

The screenshot shows the 'Educational Background - College' section of an application form. The form is titled 'Application for Undergraduate Admission'. The section is labeled 'College History' and contains the following text: 'If you have taken college course work or dual enrollment courses in high school, please complete this section. Please provide your complete postsecondary history, including dual enrollment courses. Failure to do so could result in the forfeiture of admission, credits earned or degrees awarded. An official transcript from each institution must be sent directly to the Office of Admission. Use the look-up below to find the college or university you most recently attended or are attending now. Select the state or country. If your school is listed, the college code, college name, city and state/country information will populate automatically. When you are returned to the application, please continue to the dates of attendance. If the college is not listed, please select College Not Found. When you are returned to the application, please complete any remaining blank fields and the dates of attendance. If you have attended more than one college, repeat this process for each school, continuing in order from the most recently attended institution.'

Below the text is a 'Find College Information' button. The form fields are populated with the following information:

- College Code: 001464
- College Name: FLORIDA CMTY COLLEGE
- City: JACKSONVILLE
- State: FL
- Country: US

The 'Attendance Dates' section is also populated:

- From: August 2005
- To: May 2007
- Hours Completed: 6
- Degree Awarded or Anticipated: None, Not Anticipated
- Credit Calendar: Semester

At the bottom of the form, there is an 'Add Another College' button.

