

## Postsecondary School Planning: Student Worksheet

The goal of this activity is to help you research postsecondary schools and education options as well as contact those schools to make a visit.

### Ranking Characteristics

There are many factors to consider when narrowing the list of postsecondary school options. To help you determine which ones are most important to you in selecting a school, read the characteristics below. Then, mark your most important characteristic by putting the number 1 in the line next to the characteristic title. Continue this process with all eight characteristics, placing a 2 next to your second most important characteristic, and so on. These characteristics align with those used to narrow your search results in *Kuder® Navigator*.

\_\_\_ **Geographic Location:** Select the state or region in which you wish to attend school.

\_\_\_ **Setting:** Determine the type of setting (city, suburb, town, rural, etc.) in which you wish to attend school.

\_\_\_ **Type of Degree:** Identify the type of degree (associate degree, bachelor's degree, etc.) the school you plan to attend must offer.

\_\_\_ **Enrollment:** Choose what size of school you wish to attend based on student enrollment.

\_\_\_ **Control of School:** Determine if you want to attend a public or private school, including profit status and religious affiliation, if applicable.

\_\_\_ **Admission Test Requirements:** Write in your test scores if you have taken the SAT® or ACT®.

\_\_\_ **Cost:** Enter tuition, fee, and room & board ranges depending on the cost you expect to contribute toward your education.

\_\_\_ **Majors:** Select a broad major area that you intend to study in school. Then, choose a specialty area within that major, if applicable.

### Finding Schools

- Go to [www.alcareerinfo.org](http://www.alcareerinfo.org). Click on the **ACPS KUDER** tab then “**Login Now!**” Enter your user name and password, then click **Log In**.
- Click on the **Plan for Education** top navigation tab and select **Find Schools** from the left navigation menu.
- Using the plus signs, expand each characteristic to narrow the list of possible schools in your search. Begin with the characteristic you ranked above as most important, continuing until the total schools available that meet your search criteria is narrowed to approximately 10 schools.

- Click [See list](#) once you have chosen all of your desired characteristics.
- Click on a school name to view information for that institution. To save a school to your portfolio, click on the star in the upper left corner.
- Review the information about the school, using your browser's back button to return to your school list. Keep researching schools until you can find at least five schools you wish to save to your portfolio.

## Contacting Schools

- Click on the [My Portfolio](#) top navigation tab. Scroll down to the section titled [review your favorites](#) and click on [Schools](#).
- Using the arrows to the right of each school, arrange the schools in order of most interest to least interest. Write the schools in your order of preference here:

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- Beginning with the school that interests you most, click on each school title to find contact information for that institution. Call, email, or write to at least three of your top five schools to request more information and/or set up a college visit.