



# *Sachem School Counselors Present:*

*Sachem High  
School College &  
Career Readiness  
Checklist*



## **Directions for access to Student Portal in eSchool:**

URL: <https://studentportal.eschooldata.com/Sachem>

**Username:** Same username used to log on to a Sachem computer

**Password:** 9 digit student ID number *(must have leading zeros so password is 9 digits)*

Once logged in you must agree to the 'Terms', you should see your name and ID number.

Click on the Student ID number (to the left of the name) to enter the Portal. Across the top of the page, you should see Home, Profile, Schedule, Gradebook.

## **Directions for access to Naviance:**

[www.sachem.edu/departments/guidance\\_naviance\\_famcon](http://www.sachem.edu/departments/guidance_naviance_famcon)

# Sachem High School College & Career Readiness Guide

**\*Review District Calendar of Events\***

**2022-2023 9th Grade**

MONTH		COMPLETED
<b>SEPTEMBER</b>	Meet and get to know your School Counselor	<input type="checkbox"/>
	Join School Counselor 9th Grade Google Classroom	<input type="checkbox"/>
	Attend 10th Period Club Fair	<input type="checkbox"/>
	Explore extracurricular activities you are interested in	<input type="checkbox"/>
	Review District Calendar for School Counselor Evening Presentations for the year	<input type="checkbox"/>
	Log into Naviance	<input type="checkbox"/>
	Log into eSchool - learn your login name and password	<input type="checkbox"/>
	Take "Learning and Productivity" Self Assessment in Naviance	<input type="checkbox"/>
	Review PaySchools opening date for AP Exam registration	<input type="checkbox"/>
<b>OCTOBER</b>	Understand your Academic Record - review with your counselor	<input type="checkbox"/>
	Review Graduation Requirements with your counselor	<input type="checkbox"/>
	Log into your Naviance account to familiarize yourself with career/college opportunities and requirements	<input type="checkbox"/>
	Attend Naviance Information Night	<input type="checkbox"/>
	Review PaySchools closing date for AP Exam Registration	<input type="checkbox"/>
<b>NOVEMBER</b>	Review 1st Quarter Grades	<input type="checkbox"/>
	Review study skills & attend extra help if necessary	<input type="checkbox"/>
	Attend curriculum fair to learn about course offerings for next year	<input type="checkbox"/>
	Attend Athletic Recruiting Night if you are interested in playing sports in college	<input type="checkbox"/>
<b>DECEMBER</b>	Begin to meet with your counselor about course selection for next year	<input type="checkbox"/>
	Discuss and create your 4 Year Plan with your counselor	<input type="checkbox"/>
<b>JANUARY</b>	Attend review sessions for midterms	<input type="checkbox"/>
<b>FEBRUARY</b>	Utilize Naviance career search tool	<input type="checkbox"/>
	Explore community service opportunities	<input type="checkbox"/>
	Log into Naviance and begin college searches	<input type="checkbox"/>
<b>MARCH</b>	Attend Career Day Fair at your high school	<input type="checkbox"/>
	Review summer activities to become involved in	<input type="checkbox"/>
<b>APRIL</b>	Attend Spring College/Career Fair at East	<input type="checkbox"/>
	Review AP Exam schedule with your teachers and counselor	<input type="checkbox"/>
	Review summer activities to become involved in	<input type="checkbox"/>
<b>MAY</b>	Advanced Placement Exams (review schedule with your teachers)	<input type="checkbox"/>
	Deadline for course selection for next year	<input type="checkbox"/>
	Review summer activities to become involved in	<input type="checkbox"/>
	Begin review for Final Exams/Regents	<input type="checkbox"/>
	Get familiar with PSAT for the Fall	<input type="checkbox"/>
<b>JUNE</b>	Review for finals and seek extra help for Regents exams	<input type="checkbox"/>
	Log into your Naviance account to familiarize with career/college opportunities and requirements	<input type="checkbox"/>
	Review summer enrichment and course opportunities	<input type="checkbox"/>
	Plan summer college visits	<input type="checkbox"/>

**\*Review District Calendar of Events\*****2022-2023 10th Grade**

<b>MONTH</b>		<b>COMPLETED</b>
<b>SEPTEMBER</b>	Meet with your School Counselor to review goals for the year	<input type="checkbox"/>
	Join School Counselor 10th Grade Google Classroom	<input type="checkbox"/>
	Attend 10th Period Club Fair	<input type="checkbox"/>
	Continue to participate in extracurricular activities	<input type="checkbox"/>
	Explore community service opportunities	<input type="checkbox"/>
	Review District Calendar for School Counselor Evening Presentations for the year	<input type="checkbox"/>
	Get familiar with the PSAT and prepare for October exam	<input type="checkbox"/>
	Review PaySchools opening date for AP Exam registration	<input type="checkbox"/>
<b>OCTOBER</b>	Understand your academic record - review with your counselor	<input type="checkbox"/>
	Attend Naviance Information Night	<input type="checkbox"/>
	Take the PSAT	<input type="checkbox"/>
	Review PaySchools closing date for AP Exam registration	<input type="checkbox"/>
	Utilize Naviance career search tool to explore interesting career options	<input type="checkbox"/>
<b>NOVEMBER</b>	Review PSAT score on College Board and understand results - join preparatory program if necessary	<input type="checkbox"/>
	Review study skills & attend extra help	<input type="checkbox"/>
	Attend curriculum fair to learn about course offerings for next year	<input type="checkbox"/>
	Attend Athletic Recruiting Night if you are interested in playing sports in college	<input type="checkbox"/>
<b>DECEMBER</b>	Review your 4 year plan with counselor	<input type="checkbox"/>
	Begin to choose courses for next year	<input type="checkbox"/>
	Learn about BOCES offerings/CTP Programs	<input type="checkbox"/>
<b>JANUARY</b>	Continue course selections with counselor if not completed in December	<input type="checkbox"/>
	Attend review sessions for midterms	<input type="checkbox"/>
<b>FEBRUARY</b>	Log into Naviance and begin college search process	<input type="checkbox"/>
	Begin to visit colleges over break	<input type="checkbox"/>
	Attend BOCES Site Field Trip or Evening BOCES Open House - see counselor for info	<input type="checkbox"/>
	Submit BOCES application to your counselor	<input type="checkbox"/>
<b>MARCH</b>	Attend Career Day Fair at your high school	<input type="checkbox"/>
	Review summer activities to become involved in	<input type="checkbox"/>
<b>APRIL</b>	Attend Spring College/Career Fair at East	<input type="checkbox"/>
	Update Naviance with college interests	<input type="checkbox"/>
	Review summer activities to become involved in	<input type="checkbox"/>
	Review AP Exam schedule with your teachers and counselor	<input type="checkbox"/>
<b>MAY</b>	Review summer activities to become involved in	<input type="checkbox"/>
	Advanced Placement Exams (review schedule with your teachers)	<input type="checkbox"/>
	Deadline for course selection for next year	<input type="checkbox"/>
	Begin review for Final Exams/Regents Exams	<input type="checkbox"/>
	Sit with your counselor to discuss PSAT	<input type="checkbox"/>
<b>JUNE</b>	Review for finals and seek extra help for Regents exams	<input type="checkbox"/>
	Plan summer college visits	<input type="checkbox"/>
	Review summer enrichment and course opportunities	<input type="checkbox"/>
	View College websites & admission requirements	<input type="checkbox"/>

**\*Review District Calendar of Events\*****2022-2023 11th Grade**

<b>MONTH</b>		<b>COMPLETED</b>
<b>SEPTEMBER</b>	Continue to participate in extracurricular activities	<input type="checkbox"/>
	Join School Counselor 11th Grade Google Classroom	<input type="checkbox"/>
	Meet with your school counselor to review goals for the year	<input type="checkbox"/>
	Review District Calendar for School Counselor Evening Presentations for the year	<input type="checkbox"/>
	Attend Financial Aid Night	<input type="checkbox"/>
	Establish a daily Study/Homework schedule	<input type="checkbox"/>
	Review PaySchools opening date for AP Exam registration	<input type="checkbox"/>
	BOCES Students - Join USA Skills	<input type="checkbox"/>
<b>OCTOBER</b>	Difficulty with a course? See your Teacher & Counselor	<input type="checkbox"/>
	Attend SAT/ACT/PSAT Evening Workshop	<input type="checkbox"/>
	Review PaySchools closing date for AP Exam registration	<input type="checkbox"/>
	Attend Naviance Information Night	<input type="checkbox"/>
<b>NOVEMBER</b>	Review your Academic Record with your counselor	<input type="checkbox"/>
	See counselor regarding Career Exploration	<input type="checkbox"/>
	Prepare for Senior course selection visits	<input type="checkbox"/>
	Attend Athletic Recruiting Night if you are interested in playing sports in college	<input type="checkbox"/>
<b>DECEMBER</b>	Continue Career Exploration through Naviance	<input type="checkbox"/>
	Review future goals and course needs	<input type="checkbox"/>
	Begin review for February ACT & March SAT	<input type="checkbox"/>
	Course selection for Senior year	<input type="checkbox"/>
<b>JANUARY</b>	Continue course selection for Senior year	<input type="checkbox"/>
	Registration deadline for February ACT Test	<input type="checkbox"/>
	Attend College Information Night for Parents of Juniors	<input type="checkbox"/>
	Plan to visit colleges during winter recess	<input type="checkbox"/>
<b>FEBRUARY</b>	Start 2nd Semester strong!	<input type="checkbox"/>
	Registration deadline for March SAT Exam	<input type="checkbox"/>
	Attend BOCES Site Field Trip or Evening BOCES Open House - see counselor for info	<input type="checkbox"/>
	Submit BOCES application to your counselor	<input type="checkbox"/>
	ACT Exam	<input type="checkbox"/>
<b>MARCH</b>	Review summer internship and job opportunities	<input type="checkbox"/>
	SAT Exam	<input type="checkbox"/>
	Late registration deadline for April ACT Exam	<input type="checkbox"/>
<b>APRIL</b>	Review summer internship and job opportunities	<input type="checkbox"/>
	Attend Spring College/Career Fair at East	<input type="checkbox"/>
	Registration deadline for May SAT Exam	<input type="checkbox"/>
	ACT Exam	<input type="checkbox"/>
<b>MAY</b>	Review summer internship and job opportunities	<input type="checkbox"/>
	Advanced Placement Exams (review schedule with your teachers)	<input type="checkbox"/>
	Deadline for course selection for next year	<input type="checkbox"/>
	Registration deadline for June SAT Exam	<input type="checkbox"/>
	Registration deadline for June ACT Exam	<input type="checkbox"/>
<b>JUNE</b>	Review summer internship and job opportunities	<input type="checkbox"/>
	Review summer enrichment and course opportunities	<input type="checkbox"/>
	SAT Exam	<input type="checkbox"/>
	ACT Exam	<input type="checkbox"/>
<b>JULY/AUGUST</b>	Plan summer college visits	<input type="checkbox"/>
	View college websites	<input type="checkbox"/>

**\*Review District Calendar of Events\***

**2022-2023 12th Grade**

MONTH		COMPLETED
<b>SEPTEMBER</b>	Review college websites for admissions information, programs, and applications	<input type="checkbox"/>
	Join School Counselor 12th Grade Google Classroom	<input type="checkbox"/>
	See counselor for college information, prepare to send college applications	<input type="checkbox"/>
	Registration deadline for October SAT Exam	<input type="checkbox"/>
	Review District Calendar for School Counselor Evening Presentations for the year	<input type="checkbox"/>
	Attend Financial Aid Night for Parents of College Bound Seniors	<input type="checkbox"/>
	Registration deadline for October ACT Exam	<input type="checkbox"/>
	Review PaySchools opening date for AP Exam registration	<input type="checkbox"/>
	Read the Sachem Monthly Scholarship Newsletter! Apply for those you qualify for!	<input type="checkbox"/>
	Attend College Information Night for Parents of all Seniors	<input type="checkbox"/>
<b>OCTOBER</b>	Read the Sachem Monthly Scholarship Newsletter! Apply for those you qualify for!	<input type="checkbox"/>
	Send completed college applications to colleges for Early & Regular Decision	<input type="checkbox"/>
	Register for CSS Profile (If required)*	<input type="checkbox"/>
	Start the FAFSA online application: <a href="https://studentaid.gov/h/apply-for-aid/fafsa">studentaid.gov/h/apply-for-aid/fafsa</a>	<input type="checkbox"/>
	SAT Exam	<input type="checkbox"/>
	October 15th - Letter of Recommendation Request Deadline for November 1st College Applications	<input type="checkbox"/>
	October 30th - Letter of Recommendation Request Deadline for November 15th College Applications	<input type="checkbox"/>
	Registration deadline for November SAT Exam	<input type="checkbox"/>
	Review PaySchools closing date for AP Exam registration	<input type="checkbox"/>
ACT Exam	<input type="checkbox"/>	
<b>NOVEMBER</b>	See counselor for college information	<input type="checkbox"/>
	Submit completed applications to colleges	<input type="checkbox"/>
	Attend Athletic Recruiting Night if you are interested in playing sports in college	<input type="checkbox"/>
	November 14th - Letter of Recommendation Request Deadline for December 1st College Applications	<input type="checkbox"/>
	Regular Registration deadline for December SAT Exam	<input type="checkbox"/>
	Read the Sachem Monthly Scholarship Newsletter! Apply for those you qualify for!	<input type="checkbox"/>
	Regular Registration deadline for December ACT Exam	<input type="checkbox"/>
	SAT Exam	<input type="checkbox"/>
<b>DECEMBER</b>	SAT Exam	<input type="checkbox"/>
	Read the Sachem Monthly Scholarship Newsletter! Apply for those you qualify for!	<input type="checkbox"/>
	ACT Exam	<input type="checkbox"/>
<b>JANUARY</b>	Start online FAFSA (if not yet started)/CSS Profile early January	<input type="checkbox"/>
	<a href="https://studentaid.gov/h/apply-for-aid/fafsa">https://studentaid.gov/h/apply-for-aid/fafsa</a>	<input type="checkbox"/>
	Read the Sachem Monthly Scholarship Newsletter! Apply for those you qualify for!	<input type="checkbox"/>
<b>FEBRUARY</b>	Request mid-year grades be mailed/submitted online if necessary	<input type="checkbox"/>
	Read the Sachem Monthly Scholarship Newsletter! Apply for those you qualify for!	<input type="checkbox"/>
	Mail/submit online completed financial aid forms (if not yet mailed)	<input type="checkbox"/>
<b>MARCH</b>	Visit college campuses prior to making your final choice	<input type="checkbox"/>
<b>APRIL</b>	Inform counselor about your final college choice	<input type="checkbox"/>
	Give counselor a copy of your college acceptance letters	<input type="checkbox"/>
<b>MAY</b>	Complete Senior Survey	<input type="checkbox"/>
	Submit copies of Financial Aid Packages to counselor	<input type="checkbox"/>
	Notify colleges of your decision (final deadline)	<input type="checkbox"/>
	Make sure to save any important documents or projects from your Sachem files!	<input type="checkbox"/>
	Advanced Placement Exams (review schedule with your teachers)	<input type="checkbox"/>
	Complete Final Transcript Request Form for the college you will be attending in the fall	<input type="checkbox"/>
<b>JUNE</b>	GRADUATION!	<input type="checkbox"/>
	Be proud of yourself! Be sure to thank everyone who supported you on your journey!	<input type="checkbox"/>
	Make sure to save any important documents or projects from your Sachem files!	<input type="checkbox"/>
	*Not all colleges require CSS Profile - registration online at <a href="http://www.collegeboard.org">www.collegeboard.org</a>	<input type="checkbox"/>

# SACHEM GUIDANCE DEPARTMENT CALENDAR

## 2022-2023

### **AUGUST**

- 5 Regular Registration Deadline for 9/10/22 ACT
- 16-17 Regents
- 19 Late Registration for 9/10/22 ACT

### **SEPTEMBER**

- 2 Regular Registration Deadline for 10/1/22 SAT Test
- 12-14 Registration for Alternative Evening High School @ North Guidance 5-8 PM
- 13 Financial Aid Night for Parents of All College Bound Seniors @ North 7 PM
- 16 Regular Registration Deadline for 10/22/22 ACT Test
- 20 Late Registration Deadline for 10/1/22 SAT Test
- 21 PSAT 10 Information Night for Parents of All Sophomores @ North 7PM
- 21 AP Exams Payment-Pay Schools Portal Open through October 31, 2022
- 28 College Information Night for Parents of All Seniors @ North 7pm
- 30 Late Registration Deadline for ACT Test 10/22/22

### **OCTOBER**

- 1 SAT Test for College Bound Seniors @ Samoset 7:30 AM
- 7 Regular Registration Deadline for 11/5/22 SAT Test
- 11 SAT/ACT/PSAT Parent Workshop Presented by Princeton Review @ East 7pm
- 12 PSAT 10/National Merit Scholarship Test for East & North 10th & 11th Graders
- 18 Armed Service Vocational Aptitude Battery (ASVAB) @ North & East 8:00 AM
- 22 ACT Test for College Bound Seniors @ Samoset 7:30 AM
- 25 Naviance Information Night @ North 7:00 PM
- 25 Late Registration Deadline for 11/5/22 SAT Test
- 31 AP Exams Payment-Pay Schools Portal Closes

### **NOVEMBER**

- 2 Athletic Recruiting Night for all Student Athletes & Parents @ East Auditorium 7PM
- 3 Regular Registration Deadline for 12/3/22 SAT Test
- 4 Regular Registration Deadline for 12/10/22 ACT Test
- 5 SAT Test for College Bound Seniors @ Samoset 7:30 AM
- 7 Curriculum Night for Incoming 9th Graders at North @ 7 PM
- 11 Late Registration Deadline for ACT Test 12/10/22
- 15 Secondary End of First Marking Period
- 16 Curriculum Night for Incoming 9th Graders at East @ 7 PM
- 22 Late Registration Deadline for 12/3/22 SAT Test
- 23 Secondary Report Cards Posted to Parent Portal after 3 pm

### **DECEMBER**

- 3 SAT Test for College Bound Seniors @ Samoset 7:30 AM
- 10 ACT Test for College Bound Seniors @ Samoset 7:30 AM

### **JANUARY**

- 6 Regular Registration Deadline for 2/11/23 ACT Test
- 11 College Information Night for Parents of All Sophomores and Juniors @ East Auditorium 7 PM
- 20 Late Registration Deadline for ACT Test 2/11/23
- 24-27 Regents Exams
- 27 Secondary end of Second Marking Period

## SACHEM GUIDANCE DEPARTMENT CALENDAR 2022-2023

### **FEBRUARY**

- 8 Secondary Report Cards Posted to Parent Portal after 3 PM
- 10 Regular Registration Deadline for 4/15/23 ACT Test
- 10 Regular Registration Deadline for 03/11/23 SAT Test
- 11 ACT Test for College Bound Juniors @ Samoset 7:30 AM
- 28 Late Registration Mailing Deadline for 3/11/23 SAT Test

### **MARCH**

- 10 Regular Registration Deadline for 4/15/23 ACT Test
- 11 SAT Test for College Bound Juniors @ Samoset 7:30 AM
- 21 Armed Service Vocational Aptitude Battery (ASVAB) @ North & East 8:00 AM
- 23 Career Day Fair North
- 24 Late Registration for ACT Test 4/15/23
- 29 Career Day Fair at East

### **APRIL**

- 7 Regular Registration Deadline for 5/6/23 SAT Test
- 3 Spring College Fair @ East 7 PM
- 15 ACT Test for College Bound Juniors @ Samoset 7:30 AM
- 17 Secondary End of Third Marking Period
- 25 Late Registration Deadline for SAT Test for 5/6/23 for Online/Phone Registration
- 27 Secondary Report Cards Posted to Parent Portal after 3 PM

### **MAY**

- 1-5, 8-11 Advanced Placement (AP) Exams
- 4 Regular Registration Deadline for 6/3/23 SAT Test
- 5 Regular Registration Deadline for 6/10/23 ACT Test
- 6 SAT Test for College Bound Juniors @ Samoset 7:30 AM
- 19 Late Registration Deadline for 6/10/23 ACT Test
- 23 Late Registration Deadline for 6/3/23 SAT Test

### **JUNE**

- 3 SAT Test for College Bound Juniors @ Samoset 7:30 AM
- 10 ACT Test for College Bound Juniors @ Samoset 7:30 AM
- 13 Secondary End of Fourth Marking Period
- 14-23 New Regents Examination in U.S. History and Government
- 14-23 Regents Exams Week June 14-23 - No Exams on Monday, June 19-Juneteenth Holiday
- 23 Secondary Report Cards Posted to Parent Portal after 1:00 PM
- 23 Last Day of School for Students