

# Second Semester Senior Checklist

## **Important Websites and Help Lines:**

1. Federal Financial Aid-FAFSA= [www.fafsa.gov](http://www.fafsa.gov)
2. Federal Student Aid ID-FSA ID= <https://fsaid.ed.gov/npas/index.htm>
  - a. 800-433-3243 (Help with FAFSA and FSA ID)
3. State Financial Aid-TSAC student portal (Hope lottery programs)  
<https://clipslink.tsac.tn.gov/studentsignon/>
  - a. Help Desk 800-342-1663 Option 1
4. ACT Testing- [www.actstudent.org](http://www.actstudent.org)
  - a. 319-337-1270
5. Financial Aid Verification forms (ONLY use if required by college)
  - a. Tax Transcript request- <https://www.irs.gov/individuals/get-transcript> (Form 4506-T #6)
  - b. Verification of Nonfiling (Form 4506-T #7)
  - c. You must use separate forms for parent and student.
6. TN Achieves (TN Promise scholarship)
  - a. [www.tnachieves.org](http://www.tnachieves.org) Claire Brulatour [Claire@tnachieves.org](mailto:Claire@tnachieves.org) 335-3480 cell

## **CHECK OFF THESE ITEMS ☺**

- \_\_\_\_\_ Parent tax info from 2015 must be on your FAFSA and resubmitted. Both you and one parent must sign the FAFSA electronically.
- \_\_\_\_\_ The college where you will attend must be listed on your FAFSA.
- \_\_\_\_\_ If you are attending college in Tennessee, the college must be chosen on your TSAC Portal (#3 above). Most seniors made this account when applying for TN Promise or dual enrollment classes.
- \_\_\_\_\_ When you get accepted to a college, you must use information on your acceptance letter to access your student portal (this is different than the account you made when you completed your admissions application).
- \_\_\_\_\_ VERY IMPORTANT- Your student portal on your college's website will contain your financial aid awards and other crucial information. You must activate your college e-mail account because the college will ONLY communicate with you through this e-mail account, SO check it REGULARLY.
- \_\_\_\_\_ Check your Financial Aid Award information on your college's student portal. If it says "You have been chosen for Verification" then you MUST complete all required documents to get your financial aid (TN Promise, Federal Pell Grant, etc.). You may need to have the following documents (see #5 above):
1. Parent Tax Transcript
  2. Verification of Non-filing (usually needed if student did NOT file taxes in 2015)
  3. Contact the college's Financial Aid Office if you need help.
- \_\_\_\_\_ VERY IMPORTANT- You will have a Verification deadline (if you were chosen for Verification) and it MUST be met for you to receive your financial aid. MANY students do not know that they have lost their financial aid money until they are told to pay for their first semester in college. You must REGULARLY check your college e-mail and financial aid award info in your student portal.
- \_\_\_\_\_ You will be e-mailed through your college e-mail when you may register for New Student Orientation. You should register for an EARLY orientation so you will have a better choice of class times and there will be more open seats in classes.
- \_\_\_\_\_ Make your housing arrangements if you are living in the dorm. Make your housing deposit and choose your housing and food plan.
- \_\_\_\_\_ Complete your community service requirement for TN Promise by the following deadlines: April 1<sup>st</sup> if you are attending the TN College of Applied Technology and July 1<sup>st</sup> if you are attending a community college. Go to [www.tnachieves.org](http://www.tnachieves.org) to submit hours.

## Important Senior Dates Spring 2017

- March 29** Balfour will deliver graduation supplies at 1:30pm in the cafeteria. (This does not include cap and gown or tickets.) This includes graduation announcements and other optional supplies that seniors have ordered from Balfour.
- April 3-4** Graduation Ticket Request form distributed in English classes. Each senior will receive 10 tickets.
- April 6-7** Graduation Ticket Request form due to Senior English teacher. **No one will be allowed to enter the graduation ceremony without a ticket. Children 12 and under and Shelby County School employees with a photo ID will not need a ticket.**
- April 8** ACT Testing at Bolton (reg. registration deadline March 3<sup>rd</sup>)
- April 13** Senior breakfast (\$5 ticket, time TBA).
- April 17-21** Seniors request FINAL TRANSCRIPTS in Senior English classes with Mrs. Warren. 1<sup>st</sup> free others \$6
- April 19** Seniors who are **NOT** meeting graduation requirements will be notified. These students are not eligible to receive graduation tickets until May 16<sup>th</sup> from 9:00am-11:00am.
- April 22** **Junior/Senior Prom Woodland Hills, "Enchanted",** 8 pm – Midnight. See Bolton website for forms and more information.
- April 27** Seniors pick up 10 graduation tickets 7<sup>th</sup> period. Seniors must be passing ALL required courses **and** must have returned signed Graduation Ticket Request form in order to be eligible to receive graduation tickets on this day. **Tickets will be held until May 16<sup>th</sup> if seniors are failing any required class.** (Electives will only be considered if students are lacking 22 total credits.) Parents of eligible seniors may pick up graduation tickets on April 24 & 25, during these times 6:30-7:15am or 1:45-2:30pm in Vice Principal's Office.
- May 2** Senior fee balance (\$180) must be paid by this day to receive cap and gown on Fri., May 5<sup>th</sup>.
- May 5** **"Senior Day"** - Senior Awards Assembly, Senior Picnic and Cap and Gown Distribution. The last day for exempt students with no absences.
- May 8-10** Last day for exempt seniors; May 8<sup>th</sup>-1 abs., May 9<sup>th</sup>-2 abs., May 10<sup>th</sup> – 3 absences
- May 11-12** Senior Exams- May 11<sup>th</sup> (A day) exam periods 1,3,5,7 May 12<sup>th</sup> (B Day) periods 2,4,6,7
- May 12** Last day for seniors to complete all online coursework (by 2 pm).
- May 12** **Seniors must clear ALL holds in order to receive diploma and to have final transcript sent.** (Holds-ex. Book fines, class fees, activity fees, etc.)
- May 14** **Baccalaureate** (optional) 2:00 pm at Bellevue. Students arrive by 1:45pm in their cap/gown in the chapel. The program will be in the sanctuary.
- May 17-18** Seniors will be notified if they did not meet graduation requirements.
- May 19** **Graduation Rehearsal** (mandatory for all participating students) - at Bellevue. Students arrive at 7:15 a.m. Wear your senior class t-shirt or other Bolton t-shirt (or blue or gray shirt).
- May 20** **Graduation** 3:00 p.m. at Bellevue Baptist. Students arrive at 2:15 p.m. in Fellowship Hall. (Seniors-Leave home early and allow for heavy traffic!)
- May 20** Project Graduation-Graduates only lock-in with games, food and prizes for those attending. Ticket-approx. \$20 and it will be from 11:00pm-5:00am.
- May 25-26** Final transcripts will be mailed.
- Student Dress (Baccalaureate and Graduation)\***All grad. gowns are Bolton blue. Students keep gown, stole, cap and tassel.
- Young Men:**  
Dress Shirt and Tie, Dress Slacks (no jeans), Socks are required, Solid shoes (no tennis shoes, sandals, boots), Preferably No Ear Rings (definitely no dangling earrings). No face piercing. NO CELL PHONES!!
- Young Ladies:**  
Dress, skirt or dress pants (no jeans), Shoes (heels- not too high since you have to climb steps to walk across the stage. No flip-flops of any type). Leave purse with parents/friend. No face piercing. NO CELL PHONES!!
- Graduation DVD and photo:** A DVD of the graduation ceremony will be available online at Bellevue.org for a nominal fee. Also, Holland Studio will take two photos of the graduating senior, one receiving diploma and the other an individual picture taken with the diploma. These will be available for viewing online and may be purchased online through Holland. The photos will be taken of all graduates and parents have the option to purchase afterwards.
- Graduation Streaming:** The graduation ceremony will be streamed online through the Shelby County Schools website and/or Bellevue website: [www.bellevue.org/graduations](http://www.bellevue.org/graduations)

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