

Class of 2021

# **Family Handbook**



High School Placement

**KIPP:LA**Schools  
KIPP THROUGH COLLEGE

Dear KIPP LA families,

We are very excited to join you and your child during this exciting phase of their educational journey! As many of you know, KIPP LA's KIPP Through College team is committed to supporting students and alumni to and through college. Through advising, workshops for parents/guardians and students, high school and college visits, and direct application assistance, we seek to provide KIPPsters quality enrichment and educational opportunities.

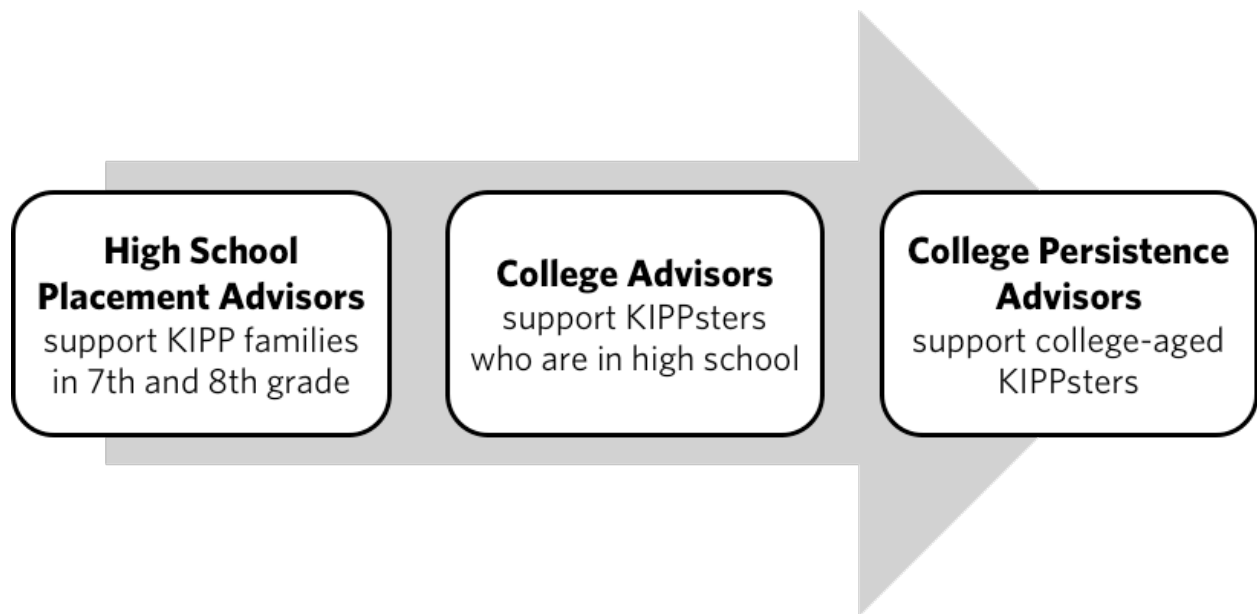
The purpose of this handbook is to provide you with the information needed to be successful throughout the High School Placement process. KIPP Through College will host a range of programs for families. Your presence at these workshops and events is expected and critical to your child's success in the high school application and enrollment process.

Please review the included information and continue to use it as a resource throughout the year. We look forward to getting to know your family over the coming years as your child transitions from a KIPP LA student to alumnus.

With gratitude,  
The KTC Team

**About KIPP Through College (KTC)**

The KTC team consists of KIPP LA staff who support KIPPsters' success during middle school, high school, and college.



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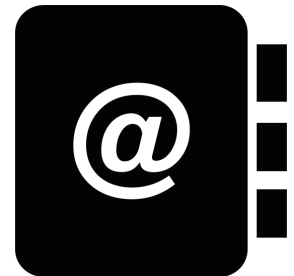
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## My High School Placement Advisor's Contact Information

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_



## **8th Grade High School Placement Timeline**

### **September**

- Attend the KIPP LA High School Fair on September 28
- Schedule a meeting with your High School Placement Advisor
- Collect and organize high school applications
- If applying to an independent or boarding school, register to take the ISEE or SSAT

### **October**

- Visit high schools and attend open houses; students attend shadow days
- If applying to an independent or boarding school, take the ISEE or SSAT

### **November**

- Complete and submit high school applications, including the LAUSD eChoices magnet application
- Students request letters of recommendations from teachers and/or School Leader
- If applying to a religious school, register to take the HSPT
- Visit high schools and attend open houses; students attend shadow days

### **December**

- Complete and submit high school applications
- Begin financial aid applications, if necessary
- If applying to a religious school, take the HSPT

### **January**

- Complete and submit high school applications
- Complete and submit financial aid applications, if necessary

### **February**

- Check email accounts regularly for correspondence from high schools
- Save money for high school deposits and other required fees

### **March & April**

- Check email accounts regularly for correspondence from high schools
- Notify your High School Placement Advisor about all admissions decisions
- Review financial aid awards with your High School Placement Advisor

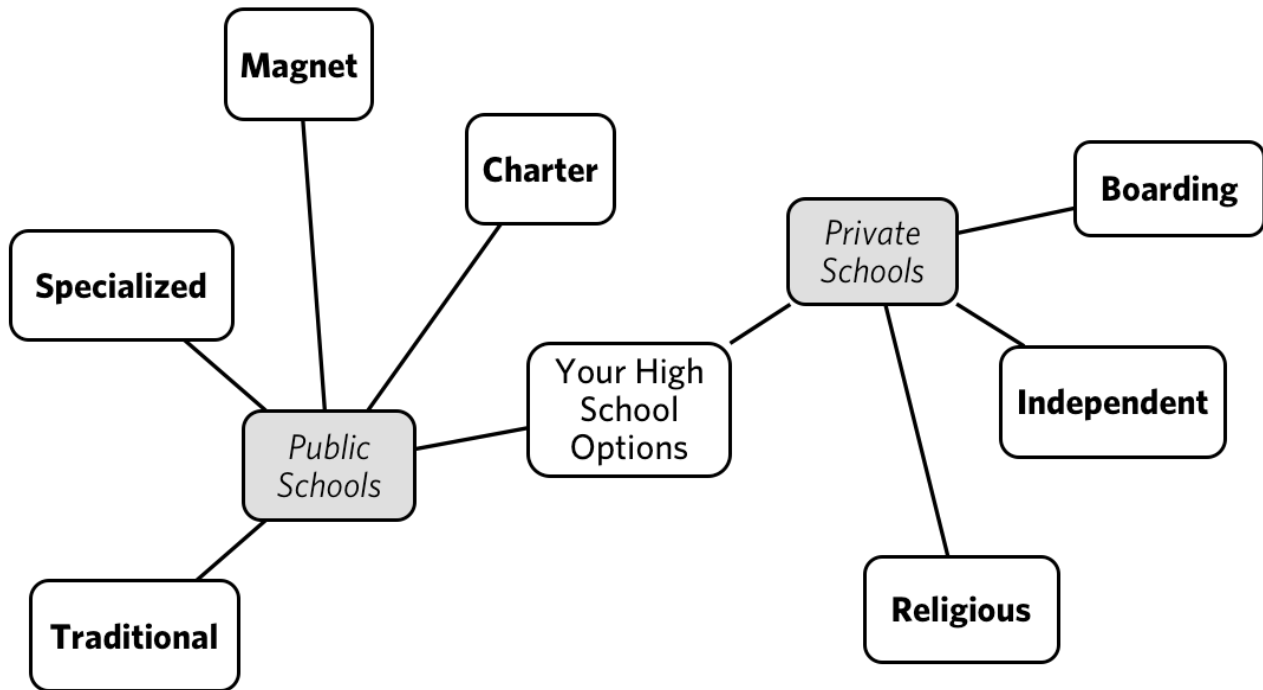
### **May**

- Make a decision about high school plans
- Complete enrollment paperwork for high school
- Attend High School Success Night hosted by KTC

### **June**

- Confirm high school decision with KTC

## High School Types



## Recommended Schools

To ensure that your child attends a high school that will support your her/his success to and through college, KIPP Through College identifies “recommended schools” based on the data outlined below.

- Over 85% Graduation Rates
  - Over 60% of seniors complete A-G requirements<sup>1</sup> *OR*
  - Over 75% of seniors matriculate to college (either community college or university)



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<sup>1</sup> A-G requirements are high school courses that students must complete (with a grade of C or better) to be minimally eligible for admission to the University of California (UC) or California State University (CSU)

## High School Types & Application Processes

A student's GPA (Grade Point Average) is calculated by averaging all of the grades they've earned while at KIPP. You can find your child's cumulative GPA on their most recent transcript listed as the "KIPP LA GPA."

School type	Selectivity	Recommended GPA	Tuition	Application overview
<b>Public Schools</b>				
<b>Charter</b>	Space may be limited; varies by school	GPA not considered	None	Application with basic contact information (online or paper)
<b>Specialized</b>	Space may be limited; varies by school	Might have GPA requirement	None	Application varies by school; usually requires essay, audition, etc.
<b>Traditional</b>	Not selective	GPA not considered	None	Enrollment form at high school
<b>Magnet</b>	Space is limited	GPA not considered for most	None	E-Choices application for LAUSD programs
<b>Private Schools</b>				
<b>Religious</b>	Varies by school	2.5 minimum	\$7,000+/ year	Application, transcripts, letters of recommendation, HSPT, financial aid application
<b>Independent</b>	Very selective	3.3 minimum	\$20,000+/ year	Application, transcripts, letters of recommendation, ISEE, financial aid application, interview, campus tour
<b>Boarding</b>	Highly selective	3.5 minimum	\$40,000+/ year	Application, transcripts, letters of recommendation, SSAT, financial aid application, interview, campus tour

## High School Wish List

Remember, a balanced high school list looks different for every student. Based on your child's academic profile, you should choose schools that have various levels of selectivity.

We recommend that all students apply to a minimum of 7 high schools. Of the 7, at least 3 should consist of charter or magnet schools.



Based on what I know so far, I am interested in having my child apply to the following schools:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

## Roles & responsibilities during the High School Placement (HSP) process

Your child's High School Placement Advisor works closely with teachers and middle school staff to ensure your child's success. Please see the roles are outlined below.

<b>Student</b>	<ul style="list-style-type: none"> <li>- Contact HSP Advisor when support is needed</li> <li>- Visit high schools with parent/guardian</li> <li>- Attend HSP programs</li> <li>- Be responsive when contacted by high schools or HSP Advisor</li> <li>- Communicate with HSP Advisor about application submitted and admissions decisions</li> <li>- Share all materials sent home from KTC with your parent/guardian</li> </ul>
<b>Parent/guardian</b>	<ul style="list-style-type: none"> <li>- Contact HSP Advisor when support is needed</li> <li>- Visit high schools with child</li> <li>- Attend all relevant HSP programs</li> <li>- Collect financial documents (1040s, W2s, proof of income)</li> <li>- Be responsive when contacted by high schools or HSP Advisor</li> <li>- Submit applications on behalf of your child by Winter Break</li> <li>- Communicate with HSP Advisor about application submitted and admissions</li> </ul>
<b>KIPP Through College</b>	<ul style="list-style-type: none"> <li>- Meet with each student to discuss high school options</li> <li>- Coordinate programs for families related to HSP</li> <li>- Plan high school visits for students</li> <li>- Answer all family questions about HSP</li> <li>- Facilitate monthly High School Readiness classes</li> <li>- Provide necessary resources to complete high school applications</li> </ul>
<b>Middle school</b>	<ul style="list-style-type: none"> <li>- Complete letters of recommendation on behalf of students</li> <li>- Provide transition support for students with IEPs</li> </ul>



## How to Request a Letter of Recommendation

In order to ensure all application materials are submitted on time, all KIPPsters must follow the steps outlined below in order to request a letter of recommendation from any KIPP LA staff (including teachers and School Leaders).

Steps to request a letter of recommendation from KIPP LA staff

- 1) Print out/make a copy of the forms<sup>2</sup> provided by the high school.
- 2) Provide recommendation materials to KIPP LA staff<sup>3</sup> **at least three weeks** before the application deadline.
  - Paperclip the following items together:
    - A complete Letter of Rec Ticket
    - A copy of the recommendation form provided by the high school
  - Submit these materials to teacher's Letter of Rec folder
- 3) Once completed, the staff member will leave your sealed recommendation in the KIPP Through College mailbox at your child's school. Your advisor will submit all recommendations to the high schools on your behalf.

Remember:

- The letter of recommendation must be requested by the student, not the parent/guardian
- Most schools will ask you to waive your right to view the letter of recommendation once completed by school staff

**LETTER OF REC TICKET**

Students: Complete the form below and **clip this ticket** to recommendation forms provided by the high school. If recommendations for a school are to be submitted online, be sure to **email the link** to your teacher.

Student's name: \_\_\_\_\_

High school: \_\_\_\_\_

LOR deadline: \_\_\_\_\_

This recommendation is to be submitted online. (If yes, check box.)

Teachers & staff: Please **make copies** of all completed recommendations (for your records) and submit the original forms to the **KTC mailbox** at least 3 days prior to the deadline listed above.

*Gratitude for your time, energy, & thoughtfulness!*

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<sup>2</sup> With exception of applications for A Better Chance and GEMs, each high school will require a separate form. Be sure to provide a Letter of Rec Ticket for each high school requiring a recommendation.

<sup>3</sup> High schools have different requirements for letters of recommendation. Identify the staff members (teachers, counselor, principal) requested for each high school's application.

# Financial Aid Resources for Boarding, Independent, & Religious Schools

## What is financial aid?

High schools offer financial aid to those who cannot afford the cost of attendance. Financial aid is available to cover the cost of tuition and non-tuition expenses (textbooks, student fees, supplies, field lessons, etc). Financial aid awards are based on demonstrated need as well as the availability of funds<sup>4</sup>.



## How does it work?

Families must apply for financial aid each year by completing an application. High schools will continue to provide financial aid each year as long as financial need continues to be demonstrated; the amount of aid may vary from year to year.

## Types of financial aid applications

Financial aid applications vary by school. Two common financial aid applications are the **School & Student Services Parent's Financial Statement (PFS)** and the **Financial Aid for School Tuition Application (FAST)**. The PFS is typically required for independent and boarding schools, while the FAST is often required for independent and religious schools. It is important to submit financial aid applications before the deadline. Late applications may affect the amount of aid awarded.

## Scholarships

Scholarships are limited but are sometimes available, depending on the school. Scholarships are often given to students based on the following:

- Academic excellence
- Demonstrated leadership
- Exceptional performance on entrance exams

## Materials required (if applicable)

- ✓ A copy of current and/or previous year's taxes
- ✓ W2 forms
- ✓ Copies of any saving or checking account statements
- ✓ Mortgage statement
- ✓ Retirement (401k) and any pension statements
- ✓ IRS Form 4506-T (Request for transcript of tax form)
- ✓ Health insurance, loans, debts, or vehicle information

## When and where do I apply?

Financial aid applications are usually available from November to January. Be sure to check in with the financial aid office at each school for their individual deadline. The applications can be accessed at individual schools' websites or at <http://sss.nais.org> for independent schools.

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<sup>4</sup> In high school, financial aid comes directly from the high school, not from the state or federal government.

## **Frequently Asked Questions about the High School Application Process**

### **How can my child and I best prepare for the high school application process?**

We recommend using this handbook as a starting point in the process. Also, it is imperative that you meet with your High School Placement Advisor and communicate on a regular basis. Lastly, it is important for you and your child to discuss and actively explore high school options.



### **How can I find out if a school will prepare my child for success to and through college?**

When researching high schools for your child, this question should be the focus. There are several ways to evaluate how a high school will prepare your child for academic success. We recommend utilizing the following resources:

- Graduation and college acceptance rates: These two rates are strong indicators of the academic success fostered at a school, as well as the presence of a college-going culture.
  - For public schools, look at a school's School Accountability Report Card (SARC). The SARC can be found on the CA Department of Education's website ([www.cde.ca.gov/ta/ac/sa/](http://www.cde.ca.gov/ta/ac/sa/)) or on some schools' websites. The SARC report will provide you with the school's mission, school and class size, available honors and advanced placement classes, high school graduation rates, college acceptance rates, as well as other school-specific data.
  - For boarding schools, you can access this information at [www.boardingschoolreview.com](http://www.boardingschoolreview.com).
  - For independent schools, similar information may be available on the school's website. Visit the LA Independent School Alliance's website at [www.laais.org](http://www.laais.org) to obtain contact information for specific schools.

### **What does a balanced high school list look like? How many high school applications should my child submit?**

We recommend you begin with a list of 7-10 high schools with a range of school types. All schools on your child's list should fit their interests and academic needs, and your child would be excited to attend. Keep in mind that your high school list will change throughout the fall semester; it is important to keep your High School Placement Advisor notified of any changes.

### **What is the best way to learn about different high schools?**

Visiting schools and speaking to students and/or staff members is the most powerful way to gain knowledge about a specific school. You can begin your research by visiting a school's website to gain general information about the school, programs offered, and admissions information. Also, you can learn about different high schools by attending KIPP LA's High School Fair which takes place each fall.

**Besides the high school application process, how else can my High School Placement Advisor support me?**

Your advisor can assist you with researching summer opportunities and enrichment programs for your child. Also, having experience in college advising and student support, advisors can answer any questions you may have about college access, including admissions, financial aid, and requirements.

**Is a magnet school a better option for my child than a charter school?**

Magnet schools typically have a focused or specialized program of study. Depending on your child's interests and needs, a magnet school may be a strong option. However, it is wise to also apply to charter schools since there are many with specialized curriculum and a focus on college readiness.

**Does my child need to have straight A's to apply to an independent or boarding school?**

Although a student does not need to have straight A's in order to apply to an independent or boarding school, it is important that they have mostly A's and B's. Being that independent and boarding schools are very academically rigorous, your child's academic record is the most important factor in admissions.

**I am hesitant for my child to attend a religious school because our family is not religious. Are students required to attend mass/church service?**

If you are not religious, it is understandable to feel hesitant about your child attending a religious school. However, it is also important to keep an open mind to the opportunities available at religious schools. Generally, students are required to attend mass/church service on a regular basis; however, at most schools students do not need to practice a particular religion. We recommend visiting any school, religious or not, to be sure that you and your child are comfortable with the school culture.

**Should I request letters of recommendation for my child?**

No, your child should ask for letters of recommendation from KIPP LA staff on his/her own. Please refer to the "How to Request a Letter of Recommendation" on page 9 of this handbook for more information about the process.

**My family doesn't have money to pay for a private high school, should my child only apply to public schools?**

No, money should not be the deciding factor when applying to a high school. For those who qualify, financial aid is available directly from the high school. For more information, please refer to the "Financial Aid Resources for Boarding, Independent, & Religious Schools" on page 10 of this handbook.

**If my child does not have any magnet points can they still be admitted into a magnet high school?**

Admission into a LAUSD magnet school is based on a priority point system, as determined by the district. Your child must meet certain requirements in order to gain points. The more points your child has, the better the chances are of him/her getting accepted. Your child might have points that you aren't aware of, so we encourage all families within LAUSD to apply to three magnet programs.

**If my child is applying to a private school, is there a way to get his/her application fees waived?**

Yes, many schools will waive application fees if students are applying for financial aid. Families can contact schools directly to request fee waivers or fee reductions.

**What do I need to do to schedule a high school visit or a shadow day for my child?**

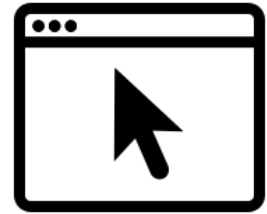
Open houses are a great way to receive specific information about a high school and get a feel for the campus environment. You can also schedule an individual visit for your family. Some schools offer shadow days where students spend a day on campus shadowing a high school student. We encourage families to visit as many schools as possible. Please make sure you communicate with your advisor and middle school about any visits occurring during the school day.

**How do I go about getting an inter-district transfer for my child if I want him/her to attend a public school outside of LAUSD?**

To apply for an inter-district transfer you must fill out an application with LAUSD. This application must be signed and approved by your school of residence and the school you want your child to attend. You can access the application at <http://home.lausd.net/>.

## Important Links & Resources

KIPP Through College, Los Angeles - <http://www.kippla.org/ktc/>  
High School Guide - <http://go.kippla.org/hsguide>  
High School Map - <http://go.kippla.org/hsmmap>



### Religious school resources

- Archdiocese of LA - <http://www.lacatholicschools.org/>
- LA Christian School Directory - [http://www.usachurch.com/california/los\\_angeles/schools.htm](http://www.usachurch.com/california/los_angeles/schools.htm)

### Charter & magnet school resources

- LAUSD Magnet Program - <http://echoices.lausd.net/>
- LAUSD "School Finder" - <http://notebook.lausd.net/schoolsearch/selector.jsp>
- DataQuest - <http://dq.cde.ca.gov/dataquest/>

### Independent & boarding school resources

- Princeton Review - <http://www.princetonreview.com/>
- Parent Financial Statement - <https://www12.student-1.com/SSSNet/>
- Independent School Entrance Exam (ISEE) - <http://erblearn.org/parents/admission/isee>
- Secondary School Admission Test (SSAT) - <http://www.ssat.org>
- Independent School Alliance for Minority Affairs - <http://www.thealliance-la.org/>
- A Better Chance (ABC) - <http://www.abetterchance.org/>
- Greater Educational Milestones (GEMs) - <http://www.reachinggems.info/>
- LA Area Independent Schools (LAAIS) - <http://www.laais.org/>
- National Association of Independent Schools - <http://www.nais.org>
- Boarding School Review - <http://www.boardingschoolreview.com/>

## High School Application Tracker

Name of high school	Did you submit the application?	Did you receive confirmation?	Admission decision
	<input type="checkbox"/> Yes <i>Date:</i> _____ <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Waitlisted <input type="checkbox"/> No news
	<input type="checkbox"/> Yes <i>Date:</i> _____ <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Accepted <input type="checkbox"/> Denied <input type="checkbox"/> Waitlisted <input type="checkbox"/> No news
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