



THE PREPARE CURRICULUM:

FOR POST-SECONDARY AND CAREER READINESS

Community College Course Overview

There are approximately 1,167 community colleges in the United States enrolling more than 12.4 million students that serve almost half of all undergraduate students. Many of the students that decide on attending a community college are often unprepared to attend and graduate. Starting your college career can be a very rewarding start on your path to either a job or transferring into a four-year institution.

College graduates make more money on average than high school graduates. In fact, many employers now hire only college graduates, even for entry-level positions. But that doesn't mean you need four years at a major university. Even if you plan to get a bachelor's degree, starting out at a community college may be your best choice for a number of reasons. The following chart shows the ways that education pays.

September

Week 1

- Program Walkthrough
- Final Year of High School - Make It Count
- Attending Twelfth Grade Orientation
- Are you a first-generation college bound student?
- Avoiding Senioritis

Week 2

- What is a community college?
- Why attend a community college?
- What is the CEEB Code?
- What is on your transcripts?
- Meeting Local and State Graduation Requirements

Week 3

- Understanding Community Colleges Admissions Criteria
- How to Make your Community College Application Shine
- Creating My High School Resume
- Developing Great Organization Skills
- The Community College Application Process



- List of Community College Majors

Week 4

- Do community colleges require SAT or ACT test scores?
- Can I receive a scholarship to attend a community college?
- Advantages and Disadvantages of Attending a Community College
- Community Colleges FAQ's

October

Week 1

- Getting Your Community College Application Fees Waived
- Don't Get Caught up in Deadline Drama
- How will attending a community college save me money?
- Cost and Tuition of Community Colleges

Week 2

- Can I live on campus at a community college?
- How to Choose the Right Community College
- Four Things You Should Know About Community Colleges
- Choosing a Community College: Should I stay close to home?

Week 3

- Reasons for Attending a Community College
- Junior or Community College: What is the difference?
- Community College Enrollment and Completion
- Developmental Education in the Community College

Week 4

- Developmental Education Placement Exams
- Coping with Everyone's Opinions About Community College
- Deciding Which Community College to Apply To
- Most Common Senior Year Mistakes

November

Week 1

- Community College's Dual Enrollment and Dual-Credit Programs
- Online Community College Programs



- Community College Cost and Financial Aid
- Percentage of Students that Transfer to a Four-Year College or University
- Getting the Best Letters of Recommendations
- What Information to Supply your Writers With

Week 2

- What's the difference between a community college and a state university?
- Community Colleges by State
- Make Copies of College Applications and Financial Aid Forms
- Watch Out for Community College Admissions and Financial Aid Deadlines
- Make an Educated Decision on Which Community College to Attend
- Creating Your Supporting Documentation

Week 3

- I'm I dependent or independent for financial aid?
- What is the total cost of attendance?
- College Setting and Location Matters
- College Size - Small, medium or large?
- What are academic hardships?
- What are financial hardships?

Week 4

- Request Your High School Transcripts be Mailed Out
- Understanding In State vs. Out of State Tuition and Fees
- How to Select a College Major
- Make your College Application Stand Out
- College Applications Dos and Don'ts
- Mailing Your Community College Applications
- The Waiting Game
- What to do After Your Applications Have Been Mailed

December

Week 1

- What is an FSA ID?
- What happened to the Federal Student Aid PIN?
- Where can I use my FSA ID?
- When should I get an FSA ID?
- How do I get an FSA ID?



Week 2

- Do parents need FSA IDs?
- Can I use my new FSA ID right away?
- After I get an FSA ID, will I still be required to use my Federal Student Aid PIN?
- I previously created a password when I started my FAFSA. Is that the same as the FSA ID password?
- What does college really cost?

Week 3

- Does my FSA ID expire?
- What if I forget my FSA ID username or password?
- What do I do if I get a message saying my FSA ID is locked?
- What if my FSA ID is lost or stolen?
- Financial Aid You Don't Repay
- Financial Aid You Must Repay
- Financial Aid You Earn

Week 4

- What is financial aid?
- Types of Financial Aid
- Who gets financial aid?
- Important Financial Aid Terms
- Education Tax Benefits

January

Week 1

- Aid from Your State Government
- Aid from Your College or Career School
- Aid from a Nonprofit or Private Organization
- What is the FAFSA?
- Financial Aid Filing Deadlines
- What are state grants?
- Creating a Student State Grant Account
- Who creates a state account?

Week 2

- Basic Financial Aid Eligibility Criteria
- Aid for Non-U.S. Citizens
- Aid for Students with Intellectual Disabilities
- Staying Eligible for Financial Aid



EDUCATION & TREATMENT ALTERNATIVES

- Regaining Your Financial Aid Eligibility
- Requesting College Work Study

Week 3

- What is the expected family contribution (EFC)?
- Understanding Your EFC
- Documents Needed to Complete Your Financial Aid
- Whose Information to Report on Your FAFSA
- Reporting Parent or Guardian Information
- Step by Step - Completing the FAFSA
- Using the FAFSA Data Retrieval Tool

Week 4

- Financial Aid Next Steps
- Understanding the Student Aid Report
- Who reviews the Student Aid Report?
- Correcting or Updating your FAFSA
- How Financial Aid is Calculated
- Printing Out Your FAFSA Confirmation Page
- What are student loans?
- Private Student Loans vs. Federal Student Loans
- Parent Plus Loans

February

Week 1

- Comparing College and University's Aid Offers
- Accepting a Financial Aid Offer
- Receiving Financial Aid
- What is financial aid verification?

Week 2

- Notify the School(s) on Accepting or Declining Admission
- Becoming Aware of Due Dates for Tuition, Fees, Room and Board, and Other Expenses
- How will your financial aid be disbursed?
- Deferring Payments Until the Funds are Available
- What is Records and Registration?

Week 3



- Narrowing Down to Your Top Two Schools
- Once Again, Compare Your Financial Aid Offers
- Notifying Your Final School of Your Decision to Attend
- Requesting a Tuition Deposit Waiver (School Counselor)
- Requesting a Housing Deposit Waiver (School Counselor)

Week 4

- Submitting your Tuition Deposit
- Submitting your Housing Deposit
- Understanding the Total Cost of Attendance
- Understanding College and University's Payment Plans
- Attending New Student Orientation

March

Week 1

College Test Taking and Preparation

- What are college placement tests?
- After the Test
- Anticipating Test Content
- College Essay Tests
- Fill-In Short Answer Tests
- General Test Taking Strategies
- Matching Tests
- Open-book Tests
- Oral Tests
- Quantitative and Number Problems
- Strategies for Multiple Choice Exams
- Test Taking Strategies for College Mid-terms and Finals
- True and False Exams

Week 2

Time Management for College

- Five Planning Principles to Help Maximize Daily Time Management
- Time Management Basics for College Students
- Time Management Tips for College and University Students
- Time Scheduling Strategies

Week 3

Reading and Writing at the College Level

- Basics of Improving Reading Comprehension
- Common Mistakes Students Make When Writing College Term Papers
- How to Write a College Essay
- Improving Reading Comprehension Through Summary Writing
- Process for Writing a College Research Paper
- Reading and Writing at the College Level
- Reading Challenging Materials
- The Thesis Statement
- Tips for Writing a College Term Paper
- Writing A Personal Statement
- Writing In-Class Essay Exams

Week 4

Being an Efficient College Learner

- Anticipating Test Questions
- Developing a Long-Term Memory
- Doing Well in a Math Science Engineering Course
- Finding a Place to Study
- Forming a Good Project Group

April

Week 1

Studying Tips

- Forming a Good Study Group
- Learning What Study Approach Works for You
- Organizing Your Course Materials
- Playing the Game to Maximize Your Grade
- Preparing a Cheat Sheet

Week 2

General Study Skills Information

- Basic Principals and Review
- Concentration Tips for Students
- Editing Lecture Notes
- General Study Skills for Post-Secondary Bound Students
- How to Form a Successful Study Group
- New Student Traps of Studying

Week 3

Developing Discipline to do Well in College

- Arriving on Campus Day 1
- Arriving on Campus Day 2
- Developing Assignment Discipline
- Developing Pre-Sleep Ritual for College Success
- Getting Yourself to Class
- Keeping Up with Email's
- Learning How to Say No
- Managing Your Time in College
- Overcoming Your Personal Sound Barrier to Change Your Habits
- Setting Priorities
- Starting a Streak to Maintain Class Attendance
- Staying Motivated to do Well in College
- Staying Organized
- Tricks to Not Missing an Appointment
- Using the One Up Rule to Develop Discipline
- Waking Up for Early Classes

Week 4

Making Sure You Receive the Grade You Want in College

- Developing a Study Buddy
- Keeping a Scorecard to Keep Yourself on Track
- Keeping Track of Your Goals
- Managing Assignments
- Understanding the Syllabus
- Calculating Your College GPA
- Keeping Track of Your Grades



EDUCATION & TREATMENT ALTERNATIVES

- Learning from Your Mistakes
- Repeating a Course
- Sustaining Your Energy Level
- Dealing with a Professor Who is Hard to Understand
- Maintaining Your Academic Eyesight to Stay Focused
- Managing Stress in College
- Setting Short-Term Academic Goals
- Surviving Dead Week and Finals Week
- Asking for Extra Help
- Correcting an Incorrect Grade
- Finding a Tutor
- Managing Big Assignments
- Recovering from Bad Mid-Term Grades
- Making School a Job
- Overcoming a Bad Test Grade
- Surviving Weeks 5-10 of the Semester

May

Week 1

Managing the Personal Side of the Transition to College

- Juggling the Social and Academic Aspects of College
- Knowing How to Get Things Done
- Overcoming the Blues
- Waking Up for Class
- Developing an Academic Power of Attorney
- Keeping Appointments in College

Week 2

Academics, Studying, and Productivity

- How to Stay Awake During Class
- How to Stay Awake and Alert While Studying (without Coffee!)
- Ridiculously Easy Ways to Kick Distractions for Productive Study Time
- I Slept Through a College Test – Now what should I do?
- Why and When You Should Drop a Class in College
- Final Exam Survival Tips
- Exam Tips: Your Final Exam Prep List
- Three Easy-Peasy First Exam of the Year Tips
- Note-Taking Tips Part 1: Keeping Your Notes Organized
- Note-Taking Tips Part 2: What to Write
- For Love or Money: How to Choose a College Major
- Do I need to have a minor or a double major?



- Study Tips Part 1: Memory Tricks to Remember What You Study
- Study Tips Part 2: How Future Doctors Study
- Kick Start Your Study Habits
- Smart Tips for Scheduling Your College Classes
- Five Reasons Why Office Hours are Your New Best Friend
- How to Build Your Semester Study Calendar
- Five Tips to Help You Get Productive
- How to Miss a Day Without Killing Your Grades
- Productivity - Managing Your Time with Rescue Time
- Five Productivity (or Social Life) Boosting Gmail Features
- Make More Time - How to Study While You Work Out
- Kick Start Your Study Habits
- Three Tips to Help You Graduate Early (or at Least on Time!)
- Write a Better Essay - Do you know these three “unspoken rules”?

Week 3

Project Management Topics

- Importance of Project Planning
- Developing a Project Task List
- Estimating Time for Tasks
- Estimating the Duration of Project Tasks
- Developing a Project Schedule
- Handling Multiple Projects
- Getting Other’s Cooperation in Project Tasks
- Anticipating Typical Challenges to Task Completion
- Knowing What Data/Info You Need
- Developing Strategies for Collecting Data
- Gathering Information from People
- Dealing with Conflicting Information
- Dealing with Massive Amounts of Data
- Weighing the Cost/Value of Information
- Deciding on What Analysis Needs to be Done
- Selection of Design Tools
- Modifying a Tool for Your Application
- Evaluating the Answers, You Obtained

Week 4

Budget and Finances (College Financial Literacy)

- How to Freelance for Extra Cash
- Smart Money Advice for New High School and College Grads
- How to Set Your First Budget
- Tips on Choosing (and Using) a College Credit Card



- Fifty Ways to Save Money in College
- Ten Secrets to Getting the Best Deal on a New Car
- What is a Credit Score - Why should you care?
- Three Easy Ways to Build Your Credit Score
- Holiday Gift Giving on a College Budget
- Your First Apartment - How much will the first month cost?
- Summer Wise: Save and Spend
- Cheap Ideas for Summer Vacation

June

Week 1

College and University Housing Transition

- Alternative College Housing Options for When Campus Residence Halls Are Closed
- Becoming a Resident Adviser (RA)
- Choosing a College Roommate
- Making First Contact with Your New Roommate
- Resident Life Lingo
- College Roommate Contracts
- Common College Roommate Problems
- How is your college roommate selected?
- Qualities to Look for in a Roommate
- The Pros and Cons of Living Off-Campus
- How to Be a Good Roommate and Deal with Those Who Aren't
- Moving Rooms
- Not Getting Along with My Roommate
- Utilizing Residence Life Staff

Week 2

Student Orientation

- Attending New Student Orientation
- How to Make the Most of Your Orientation and Group Leader
- How to Deal with Orientation Information Overload
- Creating Your School I.D.
- How to Locate Your New College Classes

Week 3

Campus Safety

- Fifteen Ways to Stay Safe While in College
- Campus Safety Guidelines
- Tips for Dating Safely in College



EDUCATION & TREATMENT ALTERNATIVES

- Reporting College Dating Violence
- Campus Crime Statistics
- The Dangers of Meeting People Online
- Dating Violence - What You Need to Know

Week 4

Keeping in Contact Back Home

- Keeping in Touch with Friends Back Home
- Homesickness 101: Am I homesick?
- Five Ways to Deal with Homesickness
- What to Expect During Your First Visit Back Home
- Keeping in Touch with Parents, Mentors and Other Family Members

July

Week 1

Keeping Yourself Healthy in College

- Stress Management in College
- When to Report your Personal Health History
- College and Personal Medical Insurance
- Stay Healthy This School Year (Really)
- My roommate is sick, now what?
- What to do if You're Sick in College
- How to Fall Asleep When You're Stressed
- Tests and Tragedy - Coping with College When Trouble Hits at Home
- Review - 101 Health and Wellness Tips for College Students
- Keeping Yourself Safe (Because Moms and Grandmas Want You to)
- Get Fit - Dorm Room Workouts
- Goal Time - Making Your "I'm Going to Work Out!" Goal Stick
- Make a Health Routine

Week 2

Greek Life

- What is Greek life?
- Considerations to Think About Before Become Greek
- Should your college life include Greek life in college?
- The Pros and Cons of Turning Greek
- How Not to Become a Victim of Hazing on or Off Campus
- Reporting Hazing



Week 3

What to Expect

- What to Know About Your First Weeks of College, Part I
- What to Know About Your First Weeks of College, Part II
- What to Expect Your First Week of College
- What happens at college freshman orientation?
- What to Expect from College Professors
- What to Expect from College Classes
- Ten Useful Things to Add to Your 'Take to College' List
- College - An Introduction

Week 4

Renewing Your Financial Aid and Scholarships

- When to Renew your FAFSA
- When to Renew your State Grant
- Who is your loan servicer?
- How to Process Another Student Loan
- Renewing Your Scholarship
- Understanding Your Exit Interview
- Keeping Track of Student Loan Debt

August

Week 1

- Buying My Books from the Bookstore
- Can I charge my books to my financial aid?
- Should I rent books or buy my books?
- Do you have health Insurance?

Week 2

- Attending the First Day of Class
- Understanding Your Course Syllabus
- What is required of you for each class?
- Creating a Study Routine
- How to Sign Up for Tutoring