

# InsideSchools

## HIGH SCHOOL ADMISSIONS ACTION PLAN

### 7th grade

- Get to school every day and on time.
- Use [Insideschools](#) to start exploring your options.
- Put together a plan to study for the [SHSAT](#). Better yet, start studying!
- Collect your best work from 7th grade.
- Bring home a copy of the High School Directory, distributed to 7th-graders in June.
- Interested in visual or performing arts programs? Ask your art teachers to help you compile visual arts portfolios and prepare for auditions.

### Summer before 8th grade

- Put together a [plan to stay organized](#) throughout the fall
- Continue researching options on Insideschools.
- Browse the High School Directory
- Start weighing your options and creating a list of schools you want to visit.
- Attend high school admissions workshops hosted by the Department of Education (July).
- Study for the SHSAT.
- Rehearse for auditions and work on art portfolio.

### Fall of 8th grade

#### September

- Check DOE's high school admissions calendar and individual school websites for open house and tour dates.
- Sign up for school tours and open houses.  
**Tip 1:** If a school requires you to register in advance, don't hesitate. Tours at the very popular schools fill up quickly, sometimes the same day that registration opens.  
**Tip 2:** Bard Early College High Schools often post their tour and open house schedules a few days before the start of school. Start checking in late August.
- Register with your guidance counselor to take the SHSAT and to audition for LaGuardia High School.
- Request needed accommodations for the SHSAT and LaGuardia audition (applies to students with I.E.P.s or 504 accommodations).
  - Keep studying for the SHSAT and rehearsing for auditions.
  - Discuss high school options with your guidance counselor.
  - Attend the citywide [high school fair](#) at Brooklyn Tech

## October

- Attend school tours and open houses.
- Attend the borough high school fairs.
- Confirm your SHSAT and LaGuardia audition accommodations.
- Receive the high school application and check for errors.
- Sign up for interviews, take admission exams and assessments; keep track of dates and deadlines.
- Get your academic work samples and portfolios ready and submit to individual schools per their deadlines.
- Take the SHSAT (end of October).

## November

- Take the SHSAT (additional date for 9th-graders and students with testing accommodations)
- Attend school tours and open houses.
- Attend interviews, submit work samples and portfolios and complete admission exams and assessments.
- Finalize your list of schools.
- Complete the application; make sure to sign it and double check that you entered the correct program codes.
- Make a copy of the application for your records.
- Submit the application by the deadline and get a receipt (end of November or early December).

**Tip:** Try to submit it at least a day or two ahead of the deadline, so the guidance counselor has time to reach out to you with any concerns and to correct errors.

## December & January

- Wrap up your remaining interviews, auditions, exams and assessments.
- Relax and focus on other things. There's nothing left to do until decision letters are distributed in March.