



## Guidance Office FAQ's

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### WHAT SERVICES DOES HACKETT CATHOLIC PREP'S GUIDANCE OFFICE PROVIDE?

At Hackett Catholic Prep, we have designed and are delivering a comprehensive school counseling program that promotes student success in academics, personal/social development, and post-secondary schooling.

Our Guidance Department consists of our Guidance Counselor, Betsy Ulbrich; Registrar, Pat Byrne; and Guidance Assistant, Barb Hargather. Mrs. Ulbrich holds a School Counselor License in the State of Michigan having received a master's degree from Western Michigan University in

the Counseling Education/Counseling Psychology program. She is a member of the American School Counseling Association (ASCA) and the Michigan Association for College Admissions Counseling (MACAC). Hackett Catholic Prep's Guidance Department focuses their skills, time and energy on direct and indirect services to students. Listed below are a few of the services that our Guidance Department offers to our students and parents:

- \*Standardized testing – including the PSAT, ACT Aspire, Advanced Placement testing, Michigan Merit Examinations (including the ACT)
- \*Method Test Prep – an online ACT prep course
- \*Practice ACT – held in February
- \*Schedule and arrange college representatives to visit with our upperclassmen in the fall
- \*Provide job fairs for our upperclassmen
- \*Develop and monitor Accommodation Plans for those students with special needs
- \*Host two Junior Parent nights – focusing on ACT preparation and the college application process
- \*Host one Senior Parent Night in the fall – focusing on scholarships and financial aid
- \*Create college planner for juniors
- \*Work with students/parents on scheduling for the following academic year
- \*Work with 8<sup>th</sup> grade students, their parents and teachers on 9<sup>th</sup> grade schedules
- \*Network with the Kalamazoo community by attending meetings with other high school counselors to obtain information that is beneficial for our current students
- \*Communicate with students and parents via counseling announcements posted on Hackett's website, monthly newsletters, Twitter and letters sent home
- \*Review and process senior college applications
- \*Arrange for the Gatekeeper's Program to present to our freshmen class
- \*Oversee SLT (Student Leadership Team) mentoring program
- \*Crisis Intervention – Trained in Youth Mental Health First Aid
- \*Summer College Application Workshops

## MY CHILD IS A JUNIOR THIS YEAR, SO WE KNOW IT'S TIME TO START THINKING ABOUT THE COLLEGE APPLICATION PROCESS. WHERE DO WE BEGIN?

With the **HCP College Planner**! This comprehensive resource is where you'll find valuable information, starting with specific HCP application procedures all the way to general college admission information, such as interviewing and essay writing tips.

## WHERE SHOULD WE START LOOKING FOR SCHOLARSHIPS?

Look locally! The Kalamazoo Community Foundation believes the community members who will have the most impact on our community in the future are our young people. They also believe that each and every one must have an equitable chance to take advantage of the opportunities available. That's why their scholarship program each year helps hundreds of students (who live or go to school in Kalamazoo) access the skills, support, and money they need to take advantage of opportunities that will help them succeed." With over 44 separate scholarship opportunities, it is important to view each scholarship separately for award amounts and application deadlines, as each do vary. (Hackett students may find the "Clarence L. Remyse Scholarship" of particular interest.) Click [here](#) to learn more!

## HOW DOES HCP CALCULATE A GPA?

HCP has an unweighted GPA.

## WHAT GRADING SCALE DOES HCP UTILIZE?

HCP issues numeric grades to its students, according to the following grading scale:

A	=	93-100%
A-	=	90-92%
B+	=	87-89%
B	=	83-86%
B-	=	80-82%
C+	=	77-79%
C	=	73-76%
C-	=	70-72%
D+	=	67-69%
D	=	63-66%
D-	=	60-62%
F	=	0-59%

## DOES HCP PARTICIPATE IN NATIONAL MERIT PROGRAM?

The National Merit Scholarship Program is an academic competition for recognition and scholarships that began in 1955. High school students enter the National Merit Program by taking the Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT) – a test which serves as an initial screen of more than 1.5 million entrants each year – and by meeting published program entry/participation requirements.

Since 2010, HCP has had 10 students recognized by the National Merit Scholarship Program as either Finalists, Semi-Finalist, Commended, or Corporate Scholars. In fact, Hackett has had over 73 students as National Merit Finalists since we began in 1965. That's an average of 1.5 every year!

## WHAT ARE HCP'S ACADEMIC REQUIREMENTS FOR GRADUATION?

**Hackett does not permit early graduation.** Courses which are required in the Hackett curriculum must be completed at Hackett and may not be replaced by outside offerings from any other institution, without prior approval of the administration.

<u>REQUIRED SUBJECT AREAS</u>	<u>UNITS OF CREDIT</u>
THEOLOGY	4.0*
ENGLISH	3.0
<b>AMERICAN LITERATURE</b>	1.0
<b>WORLD HISTORY</b>	1.0
<b>US HISTORY</b>	1.0
<b>US GOVERNMENT</b>	0.5
<b>ECONOMICS</b>	0.5
MATHEMATICS	3.0
SCIENCE	2.0

<b>BIOLOGY</b>	1.0
FINE ARTS	0.5
WORLD LANGUAGE	1.0
<b>PHYSICAL EDUCATION AND HEALTH</b>	1.0
ELECTIVES	4.5
<b>TOTAL</b>	<b>24.0</b>

Course titles in **bold print** are required in the listed subject area. Complete information can be found in this **HCP Course Guide**.

## HOW DOES MY STUDENT GET A LETTER OF RECOMMENDATION?

If recommendations are required, students are responsible for approaching teachers and asking if they are willing to write a recommendation for them. **Ask teachers in the late spring/early summer when they have more time.** Please do not request letters which you do not need.

Fill out this "Student Information Form for Letters of Recommendation", and submit the completed form to the recommender when asking them for letters of recommendation. Include your resume with your request.

## HOW CAN WE GET A COPY OF OUR STUDENT'S REPORT CARD?

In the past, end of marking period report cards have been printed and handed to students to take home. With the availability of PowerSchool, students and their families have ongoing access to grades and scores, and we will now make hard copies of report cards available to parents upon request. If you would like a copy of your student's end of marking period report card, please contact Pat Byrne at [pbyrne@hackettcp.org](mailto:pbyrne@hackettcp.org) or at (269) 381-2646.

## CAN YOU TELL ME MORE ABOUT HCP'S NATIONAL HONOR SOCIETY?

HCP's National Honor Society is overseen by advisors Terri Luzenske and Amy Johnston. The four pillars of the National Honor Society are scholarship, leadership, service, and character. Hackett's chapter, which was founded in 1965, is named for Father Gabriel Richards, who was instrumental in the early development of Detroit. In 2014, 45 seniors, 43 juniors, and 36 sophomores were inducted or re-inducted. The Hackett NHS strives to offer extensive opportunities for service and leadership roles to help students grow in faith, character, and life experience. Our chapter has a particularly strong commitment to service, and our members enthusiastically perform service to many organizations above and beyond the school requirement of 20 hours per student.

All students are expected to complete 10 service hours each year specifically for NHS. Most are done as a group. Service in the past has included:

- Habitat for Humanity
- Blue Star Mothers Operation Holiday Cheer (Christmas Packages for soldiers)
- Salvation Army (Bell Ringing)
- Ministry with Community (Playing games with clients)
- Nature Center Maple Sugar Festival
- Project Sticker Shock with Kalamazoo County Substance Abuse Task Force
- Find Yourself at Hackett Tour Guides
- Heritage Community (Caroling and social hour with senior residents)
- Peer Tutoring at Hackett and local elementary schools

- Rock Your Socks Sock Drive for Northwood Elementary Community in Schools
- Christmas cards for Northwood Elementary Community in Schools

## WHAT IS THE SELECTION POLICY FOR THE NATIONAL HONOR SOCIETY?

Five teachers make up the National Honor Society Selection Committee. According to the National NHS by-laws, they must seek members who are strong in the four areas of academics, citizenship, leadership, and volunteer service.

To qualify academically, the potential member must have an overall GPA of at least 3.4 after the end of the first semester of the current academic year. Good citizenship and leadership are determined by the student's behavior inside and outside the classroom, as well as through the school, non-school, and church activities in which he or she is involved. This information is provided by the potential member on a resume which he or she submits and through a survey of all teachers and administrators at HCP.

The student must also have been active in volunteer service, which might include work with organized groups or informal service to the family and neighbors. It is important that there be a substantial record of volunteer service **beyond** that which was completed for required school or Confirmation service hours. There is no quota in the number of members who may be selected.

## WHAT IS THE COMMUNITY SERVICE CRITERIA FOR GRADUATION?

All students are required to complete a minimum of twenty hours of service each year.

The requirements per class currently are:

### **Freshman**

20 hrs. - family, community, parish

### **Sophomore**

20 hrs. - community, parish, HCP

### **\*Junior**

20 hrs. - community, parish, HCP

### **\*Seniors**

20 hrs. - community, parish, HCP

\*For Juniors and Seniors: A minimum of 10 service hours of your year's requirement must be completed at a non-profit agency.

For the 2014-2015 school year, HCP students performed over 8,800 hours of community service. Each year, Hackett is honored to recognize the outstanding community service of graduating seniors who have achieved over 400 hours of community service during their high school career with the Michigan Student Service Award. In fact, the graduating Class of 2015 had three student earn this distinction!

### DOES HCP OFFER ADVANCED PLACEMENT AND/OR HONORS CLASSES?

Hackett Catholic Prep currently offers 6 AP classes (Biology, English Literature, United States History, Calculus, Statistics, and World History) and 2 Honors classes (Composition and Literature I and American Literature.)

### WHAT IS THE AVERAGE ACT SCORE FOR A HCP STUDENT?

HCP's average ACT score for the years 2010 – 2015 is 24.08. In comparison, the state of Michigan's average score is 19.98, and the national average is 21.01.

### WHAT IS HCP'S GRADUATION RATE?

HCP's graduation rate is 100%!

### WHAT PERCENT OF GRADUATES GO ON TO CONTINUE THEIR EDUCATION?

For the years 2010-2015, 97 ½% of our students continue their education upon graduation.

### WHAT IS YOUR STUDENT-TO-FACULTY RATIO?

Our current student-to-faculty ratio is 11.5 to 1. HCP is also proud that 54% of our faculty hold an advanced degree.