Maryland College Application Campaign (MCAC)

2018

HOME SCHOOL LIAISON GUIDEBOOK

#MDCOLLEGESTRONG

Welcome to the Maryland College Application Campaign

The 2018 Maryland College Application Campaign (MCAC) Home School Guidebook provides suggested activities that may be implemented to guide students receiving home school instruction, and families through the post-secondary education and the Free Application for Federal Student Aid (FAFSA) process. This guidebook highlights suggested activities and practices successfully implemented in school systems across the state. We hope the guidebook will be useful to achieve increased access to post-secondary options for students receiving home school instruction.

Specific activities are in Section 8 of this guidebook. If there are any questions, please contact the MCAC District Coordinator or the MCAC State Coordinator.

A Frequently Asked Questions (FAQ) is on page 19.
The list of the MCAC District Coordinators is on page 37.

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Introduction- About the College Campaign

The Maryland College Application Campaign (MCAC) is a statewide effort to increase college and other post-secondary access through the dissemination of ideas, development of practices, and technical assistance for implementation of College Application Campaign. The purpose of the MCAC for home school instruction is to help seniors and families navigate the post-secondary admissions process and to ensure each participating senior submits at least **one** admission application.

The MCAC is a partnership with the Maryland State Department of Education (MSDE), the Maryland Higher Education Commission (MHEC) and College Goal Maryland (CGMD). Since 2014, the MCAC has supported high school seniors across the state. In 2017, **127** high schools across the state provided support to a total of **13,084** seniors that submitted **20,432** post-secondary education applications during the MCAC week in October 2017. Also, seniors and families received support with the Free Application for Federal Student Aid (FAFSA) process. The MCAC is expanding the campaign to include home school students. The program is part of the American College Application Campaign (ACAC) sponsored by the American Council on Education (ACE). The MHEC provided funding to initiate the MCAC through the Federal College Access Challenge Grant.

Maryland College Application Campaign for Home School Students

Frequently Asked Question (FAQ) are on page 19. If there are any questions regarding this document, please contact the MCAC State Coordinator, Michelle Daley at michelle.daley@maryland.gov or 410-767-0359.

Section 1

Participating in the MCAC

The MCAC supports the following student populations:

- low-income students;
- first-generation students;
- home school students;
- students enrolled as unaccompanied homeless students;
- students enrolled as foster care students;
- special education students;
- students in the juvenile education system; and
- students who may otherwise not apply to college or post-secondary options.

Implementing the College Application Campaign for Home School Students: Overview

Although college application week initiatives are implemented in the fall, planning for the program can begin earlier in the calendar year. It is recommended that juniors obtain their Federal Student Aid (FSA) ID in the spring. To obtain the FSA students, students should visit www.fsaid.ed.gov.

Involve Higher Education

Institutions of Higher Education (IHE) often have resources and materials available to help prepare students and parents for their next steps in post-secondary education. Contact the admission office at the Higher Education Institution or post-secondary institutions for materials.

Maryland College Application Campaign (MCAC) Month

The goal of this month is to have every senior apply to at least **one** post-secondary institution (two-year, four-year, private career school, or apprenticeship). After applying for admissions, one of the next steps in the college preparation process is submitting financial aid forms. **The FAFSA is available on October 1st.** This is a perfect time to help students and families learn about and get ready for completing the FAFSA. It is a great time to educate parents about the FAFSA process. The October 1st date may allow students to receive an early estimate of financial aid so they may explore additional options for tuition funding. **As part of the MCAC application process, make sure students obtain their Federal Student Aid (FSA) ID if they have not completed this procedure.**

College Fairs

Look for college fairs to be offered during the months of September and October. This can be a great way for students to direct questions to specific colleges as well as build enthusiasm over college attendance.

Free Application for Federal Student Aid (FAFSA) Completion Event

Attending a FAFSA Completion event will allow families to receive information and support to complete the FAFSA. The MHEC and College Goal Maryland provide informational sessions for parents on paying for college. Contact the MCAC State Coordinator for a list of schools in your area that are holding FAFSA completion events. You may also contact Ms. Sharon Hassan, Executive Director, of College Goal Maryland at collegegoalmaryland@gmail.com or Mr. Isaiah Ellis, Outreach Specialist for the Maryland Higher Education Commission. Mr. Ellis may be reached at Isaiah.eillis@maryland.gov for support. You may also contact the MCAC State Coordinator, Michelle Daley at michelle.daley@maryland.gov. Contact the school the student and family would like to attend, to verify if attending a FAFSA Completion Event is permissible.

College Experiences Bingo

Encourage students to play this game (*card template included in the Appendix Section of this guidebook*) to promote discussion of
college life.

Understanding Your Award Letter Events

There is no standard format for students' award letters. However, they should contain the same overall information such as:

- How much your year in college will cost?
- How much is the school financial aid package?
- What portion will the family contribute?
- How much of a gap is there to make up through other sources?

Workshops with Military Representatives to Discuss ROTC Opportunities or Veterans' Education Benefits

The branches of the U.S. military offer education payment and training benefits for service members. For more information, visit www.benfits.va.gov/gibill/education_programs.asp.

Section 2

Program Promotion

Information Letters

The MCAC awareness letters may be sent to parents, students, and community partners about MCAC efforts. The letter should be sent at least one week prior to the MCAC.

Social Media

A great way to stay informed about the MCAC is through the use of social media. The MCAC launched a Facebook and Twitter page to provide information about FAFSA and other college preparation materials, and a way to upload pictures and videos. Social Media platforms such as Facebook, Twitter, Snap Chat, Instagram, and YouTube provide opportunities to showcase the MCAC process and students proudly participating in the campaign. When posting on social media, please encourage students and parents to use the hash tag: **#MDCollegeStrong.**

See below the name for each social media platform:

Facebook: Maryland College Application Campaign
Twitter: @mcacampaign
Instagram: @mdcollapp

Student Perspective Blogs

Students' viewpoints are valued. Therefore, invite students to contribute to online blogging about their college applying experience. Students may blog online in writing or video (iPhone video file up to 1 minute). Have students use Student Blog in the subject line and submit their blog on info.msde@marylnad.gov *(see* Section 8).

Section 3

Preparing for the MCAC

Helping Students Prepare for Maryland College Application Campaign Week

School Choice and College Fit Worksheet

By their senior year, ideally, students should be knowledgeable about the colleges or post-secondary opportunities they are interested in attending. The **College Fit Worksheet and College Application Worksheet (see Appendices Section)** are ideal tools for students to research and record information about the schools in which they may be interested. The form is also available electronically on the MCAC website at www.marylandpublicschools.org/mdcac.

During the college research process, students may use the College Fit Worksheet to explore the following information.

Location

In state or out of state; proximity to home and travel expenses necessary to visit home. What about in-state vs. out-of-state tuition costs?

Type: Public or Private

Among independent post-secondary institutions are four-year colleges and universities; two-year colleges; and private career schools approved by the Maryland Higher Education Commission. For more information on which programs are accredited, see: www.mehc.maryland.gov.

Size

Would the student be interested in the experience of a large university? Or would the student benefit from a smaller school where it might be easier to develop connections with teachers and school staff? Information about a school's enrollment, as well as its student-to- faculty ratio, should be available on its website. Use a website such as https://bigfuture.collegeboard.org/compare-colleges to compare colleges to find the best fit.

Available majors/programs and admissions selectivity

Is the student interested in obtaining an associate or bachelor's degree? For students who want to obtain a bachelor's degree, a community college may still be the place to begin. Consideration should be made according to transferability of credits and courses as well as cost. Transferability of credits can be researched using the Maryland Higher Education Commission's (MHECs) transfer guide at http://www.mhec.maryland.gov/preparing/stuguide.asp .

Several resources are provided by MHEC to help students understand the things they need to do to prepare for college, research colleges, and learn how to pay for college. For a grade-by-grade planning guide to prepare for college go to www.mdgo4it.mhec.maryland.gov/ready-for-college/grade.html.

Total Cost, Net Price and Other Data

Net price is the difference between the "sticker" price (full cost) to attend college, minus any grants and scholarships. By federal law, each institution is required to provide a version of the Net Price Calculator on its website. To find out what the "net price" is for a specific college or university, check out www.collegecost.ed.gov/netpricecenter.aspx. Colleges will also typically provide information such as their first-to-second year retention rates, the numbers and percentages of students enrolled by various demographic categories, graduation rates, average student loan debt of its graduates, and more.

The U.S. Department of Education's College Affordability and Transparency Center

This provides a College Scorecard to help students and families better understand the affordability and outcomes associated with particular postsecondary schools. For more information, visit www.collegecost.ed.gov.

Admission Fees

Most colleges require application fees when a student applies to their school. Many colleges will require a credit card, prepaid credit card, debit card or electronic check information in order to apply online. Students who are unable to provide payment information during MCAC week can save an application and submit it later. Alternatively, ask to call the school directly to inquire about a fee waiver.

College Application Fee Waivers

Applying for college can be expensive for any student. Some colleges and postsecondary institutions do not charge admissions fees. Application fees may prohibit some families, especially those with a financial burden or hardship, from applying to college. It is important to let students and parents know that they may be eligible for waivers of these fees. The **College Application Worksheet** includes spaces to record the appropriate information for fees and waivers. There are three types of fee waivers typically accepted by colleges and universities, but it is important to note that not all colleges and universities will accept fee waivers.

Federal Money for College

When it comes to paying for college, there are grants, scholarships, work-study and low-interest grants available. For more information regarding various federal aid programs visit the Student Aid website at www.studentaid.gov. For tips on where to find links for a free online scholarship, visit www.studentsid.gov/scholarhsip.

information about fee waivers, students should speak directly with their high school counselor to determine which colleges will accept fee waivers.

College Application Worksheet

To assist students with completing their college application, students may complete the College Application Worksheet. See the Appendix Section for the College Application Worksheet.

Free Application for Federal Student Aid (FAFSA)

Many students and parents may not be aware of the FAFSA, or they may feel anxious about filling it out. Make sure students know that they will need an FSA ID before they can begin filling out the form online, so they are prepared to complete the form.

In order to guide them through the application, you might wish to arrange for them to attend a FAFSA completion event at which they can get help as they complete the form. Generally, the way FAFSA completion events function is that students and parents attend with their financial documents in hand, sit down at computers, and fill out the FAFSA with volunteer assistance. The host organization might also have a speaker guide the entire group by reviewing the FAFSA question by question or have students and parents go through the application at their own pace as experts stand by to answer individual questions. Contact the MCAC District Coordinator in the school system the student resides for a list of events the student and family may want to attend.

FSA ID

Students (and parents) will log on to FAFSA on the Web at https://fafsa.ed.gov with a username and password that they create. This removes the need for the personal identification number (PIN) and the use of personal identifiers such as name, birth date, and Social Security number. Users do not need to do anything to prepare for it; when they first log on, they will be asked to create a username and password. If they already have a PIN, they will have the option to link it to their new FSA ID, which will allow them to immediately use the FSA ID rather than wait 1–3 days while their identifying information is confirmed. Have the student consider an effective means to store and remember these log-in credentials, as the student will need them for each year he or she attends college using federal aid.

United States Department of Education School Code Lists

Federal school codes may be found in the online FAFSA or at http://ifap.ed.gov/ifap/fedSchoolCodeList.jsp. The U.S. Department of Education issues school codes at the time the school is approved to participate in any of the federal financial aid programs, such as the Pell Grant or student loans. The school code is used at the time of applying for college admissions and is required when the student submits the FAFSA after October 1st.

College Planning

Search Careers

Based on interests, abilities, and values, students can review careers that match their profile. For more information, visit http://www.actstudent.org/college .

Let Them Match You

The ACT offers a service which allows you to learn about educational, scholarship, career and financial aid opportunities at no charge to you.

Education

Major Map

To explore college majors and find majors that fit your interests. http://www.actstudent.org/career/majors.html

Major Search

Search major by cluster (i.e., business, management) occupation search (i.e., market research analyst) and degree level.

School Search

Explore Schools based on desired location, education level (i.e., Bachelor). The result provides suggested college majors.

Career Map

The Career Map provides a sense of direction and the opportunity to explore occupations, and organize all occupations through an inventory process.

Military Search

Search by military branch (Air Force, Army, Navy, etc.) and community (enlisted, officer).

Connections

Provide the ability to connect with others on ACT Profile with similar interests.

College Results Online

The Education Trust

College Results Online (CRO) is an interactive user-friendly Web tool designed to provide policymakers, counselors, parents, students, and others with information about college graduation rates for nearly any four-year college or university in the country. For more information visit: http://www.collegeresults.org . CRO provides the opportunity to view information to compare groups of 15, 25, or 50 similar colleges.

Compare Colleges

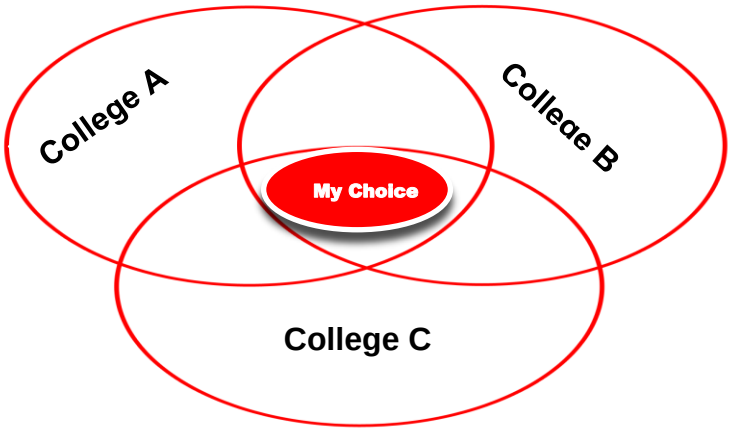
Comparing colleges provide students and families with the opportunity to create their group of colleges to meet their needs.

College Results Online

Examine college graduation rates and see how those rates have changed over time. CRO also compare graduation rates of similar colleges serving similar students.
Resources for school staff, parents, and students regarding scholarships and a variety of additional resources.
Learn about colleges track records in graduating diverse groups of students.

College Results Online also:

Provides powerful examples of colleges that prove that low graduation rates - especially for diverse students are not inevitable.



Virtual College Tours

Virtual college tour websites provide virtual campus tours of countless colleges and universities for an interactive and stunningly true life tour experience. Virtual tours are generally comprised of photos, 360-degree panoramas campus view, plus other tools for college planning and scholarship research. Students, parents, and staff may use the advanced search options to refine results to find schools that meet students' need. Listed below are a few virtual college campus tour websites that may be explored for virtual reality experiences. You may conduct an internet search for other college virtual campus tour websites. **The Maryland State Department of Education (MSDE) does not endorse the listed websites**. These sites are provided for informational purposes. **To view these virtual college tour sites, you may need to download QuickTime or Java.** The virtual college tours may include:

- ✓ College characteristics (search for colleges based on type, size, and other characteristics)
- ✓ Student characteristics (search for colleges based on the characteristics of the student body)
- ✓ Student outcomes (search for colleges based on their students' success rates)

Name of Site	Website Links	Brief Description	Other Tools
eCampusTour	http://www.ecampustours.com	Virtual tours - allow prospective students to explore facilities from an array of online platforms.	Scholarship information, college tips, information for student and parent, and educators, and much more.
Campus Tours	http://www.campustours.com	Virtual tours - allow prospective students to explore facilities from an array of online platforms.	Interactive tours and campus maps, campus tour blogs (student commentary), and much more.
You University TV	www.youniversitytv.com	College videos tours of colleges and universities by students and staff.	Scholarship information, college tips and career videos, tuition details, and much more.
You Visit	http://www.youvisit/colleges.com (click on **explore** to enter college tour sites)	Virtual tours - allow prospective students to explore facilities from an array of online platforms.	Virtual tour guide and opportunity to apply online. May listen to tour in English, Chinese, Spanish and Arabic, and much more.

Section 4

Maryland Scholarship & Grants

Cash for College [1]

Maryland scholarship and grant programs are available to eligible students who plan to attend a public or private Maryland two-year or four-year College, university or private career school. Both part-time and full-time students can use state financial aid. Financial aid resources are available to pay for college, how to apply for financial aid, a list of types of scholarships and grants, and information on MHEC's comprehensive financial aid system (MDCAPS) that allows the processing of State scholarship applications.

Maryland offers a vast number of financial assistance programs to help pay for college. Each year, the State of Maryland awards millions in need-based grants, scholarships, and loan repayment programs. Every year, more than 65,000 students, receive money that ranges from $200 per year to over $18,600 per year. State financial aid awards for high school students include:

- **LEGISLATIVE SCHOLARSHIPS**
  - Senatorial Scholarships* Award Varies
  - Delegate Scholarships * Award Varies
- **HOWARD P. RAWLINGS PROGRAM FOR EDUCATION EXCELLENCE**
  - Educational Assistance Grant - $3,000
  - Guaranteed Access Grant - $18,600 per semester
- **TUITION WAIVERS**
  - Foster Care/Guardianship *
  - Homeless Youth Exemption*
  - Students with Disabilities*

Sample Available Grants and Scholarships

Howard P. Rawlings

Educational Assistance Grant

The State's largest financial aid program helps low- and-middle income students, based upon the financial need to attend a two-year or four-year Maryland Institution.

**** Contact the MHEC for a list of state awards available to home school students.**

Who May Apply

- High school seniors who will be completing a college preparatory program may apply.
- Students interested in enrolling in a two-year technical program at a Maryland Community College.
- Students who graduated from high school no more than one year and has never attended a post-secondary education institution (with an appeal for extenuating circumstances).

How to Apply

First, complete an submit the FAFSA at https://www.fafsa.gov

Second, complete and submit the Guaranteed Access (GA) Grant Application with all documents https://mdcapsa.mhec.state.md.us

For further information about the Howard P. Rawlings grant go to www.mhec.maryland.gov

Guaranteed Access Grant

When combined with a Federal Pell Grant, the program will pay the cost of attending a public two-year or four-year Maryland college. The maximum award of $18,600 can be used at independent institutions too. For more financial aid support, see the Resource and Template Section for the 2018-2019 Scholarship Guide Money for College Question and Answer.

Source: The Maryland Higher Education Commission: www.mhec.maryland.gov

Section 4

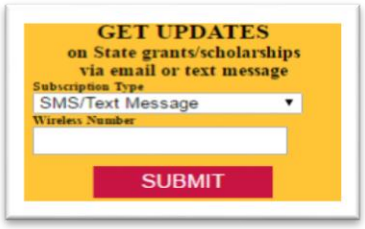
FAFSA Submission Information

The FAFSA is available October 1st of each year. March 1st remains the State's financial deadline. See below a chart outlining deadlines and information for the tax year for submission of the FAFSA.

IF YOU PLAN TO ATTEND COLLEGE FROM	YOU WILL SUBMIT THE FAFSA	YOU CAN SUBMIT THE FAFSA FORM	USING THE INCOME AND TAX INFORMATION FORM
July 1, 2019 – June 30, 2020	2019-2020	October 1, 2018- June 30, 2020	2017
July 1, 2020 – June 30, 2021	2020-2021	October 1, 2019- June 30, 2021	2018

State Financial Text Messaging

The Office of State Financial Aid (OSFA) now communicates by text messaging. Encourage students and parents to opt-in on the MHEC website at www.mhec.maryland.gov to receive updates on State financial aid.



FAFSA Completion Initiative (FCI)

The FAFSA Completion Initiative is an initiative that allows designated entities the opportunity to have access to limited but valuable information to the FAFSA in order to assist students with the completion of the FAFSA. The goal of FCI provide high schools, school districts, and certain designated entities with FAFSA completion information to assist in guiding students and their families through the FAFSA process, increase the number of Maryland students who enter and complete a degree and/or credential, assist in meeting the State goal of a 55% completion rate by 2025 of Marylanders that have obtained a degree or credential, and maximize resources by connecting school counselors, students, and families through FAFSA. For more information, forward questions to www.fafsa.mhec@maryland.gov or Isaiah Ellis at isaiah.ellis@maryland.gov or contact the MCAC State Coordinator. See Section 8 for more information.

2018- 2019 SCHOLARSHIP GUIDE

	MARYLAND OFFICE OF STUDENT FINANCIAL ASSISTANCE PROGRAMS	UNDERGRADUATE	GRADUATE	VOCATIONAL/PRIVATE CAREER	FULL-TIME	PART-TIME	NEED-BASED	APPLICATION METHOD	ANNUAL MAXIMUM AWARD	ADDITONAL INFORMATION
NEED-BASED AID	Howard P. Rawlings Guaranteed Access Grant	●			●		●	FAFSA[1] and OSFA [2]	$18,600	May apply as a high school senior; income limit; minimum cumulative GPA 2.5 required; complete college preparatory program; maintain satisfactory progress in college.
	Howard P. Rawlings Educational Assistance Grant	●			●		●	FAFSA	$3,000	Maintain satisfactory academic progress in college. Demonstrate financial need. FAFSA must be filed by March 1.
	Part-Time Grant	●				●	●	FAFSA; Institution Financial Aid Office	$2,000	College or university accepts recipients. Must be part-time, degree seeking undergraduate student at an eligible Maryland Institution. Students who are dually enrolled in a secondary school in the State and an institution of higher education may also apply.
	2 + 2 Transfer Scholarship	●			●	●	●	FAFSA and OSFA	$2,000	Must have earned an associate's degree from a community college, be accepted for admission in a degree program, have a need based EFC less than 10,000. Minimum cumulative 2.5 GPA required; maintain satisfactory academic progress in college.
	Graduate & Professional Scholarship Program		●			●	●	FAFSA; Institution Financial Aid Office	$5, 000	Must enroll in a graduate program for dentistry, law, medicine, nursing or pharmacy.
LEGISLATIVE SCHOLARSHIP	Senatorial	●	●	●	●	●		FAFSA; Contact Senator	Varies	SAT/ACT required for some applicants; Senator selects recipients. Must maintain satisfactory academic progress in college.
	Delegate	●	●	●	●	●		FAFSA; Contact Delegate	Varies	Delegate selects recipient. Must maintain satisfactory academic progress in college.
UNIQUE	Jack F. Tolbert Memorial Student		●		●		●	FAFSA	$500	Contact Private Career School Financial Aid Office.

POPULATIONS	Grant									
	Edward T. Conroy Memorial Scholarship	●	●		●	●		Institution Financial Aid Office	$10,900	Provides assistance to 100% disabled
	Jean B. Cryor Scholarship	●	●		●	●		Institution Financial Aid Office	$10,400	
	Veterans of Afghanistan and Iraq	●				●		FAFSA and OSFA	$6,669	
	Tuition Waiver for Students with Disabilities **(Community College-Level Only)**	●				●		Maryland Department of Disabilities	Varies	
Tuition Waivers can be used to pursue vocational certificates at public institutions (e.g. community colleges), but not at private career schools	Tuition Waiver for Unaccompanied Homeless Youth (UHY)	●			●			Institution Financial Aid Office	Varies	All students eligible for the unaccompanied homeless youth tuition waiver will have the full cost of their tuition waived, and may use any additional federal, state, and institutional aid towards living expenses. Students are eligible for the waiver for each year in which they are unaccompanied and homeless, for up to five years or until graduation
	Tuition Waiver for Foster Care Students	●			●			Maryland Dept. of Human Resources	Varies	All students eligible for the foster care tuition waiver will have the full cost of their tuition waived, and may use any additional federal, state, and institutional aid towards living expenses. Students are eligible for the waiver for up five years or until graduation

[1] FAFSA – Free Application for Federal Student Aid [2] OSFA – Office of Student Financial Assistance at Maryland Higher Education Commission (MHEC) [3] Awards are subject to change for the 2018-2019 academic year as approved during the 2018 State legislative session— Source: www.mhec.maryland.gov.

Section 5

Data and Reporting

MCAC Online Student Survey

In 2015, the Maryland State Department of Education (MSDE) developed the MCAC online student survey. The online MCAC Student Survey replaced the tedious manual process of tallying the number of students that submitted one or multiple post-secondary applications, and other essential information required for reporting and technical assistance purposes. For the MCAC, the data collection process is a vital collaborative effort to inform improvements. The MCAC data is collected via the online student survey that is provided subsequent to each student who completes a college application. The online student survey is also located on the MCAC website which may be accessed through the MSDE webpage at www.marylandpublicschools.org/mdcac.

The **MCAC Online Student Survey** serves as the main data tracking mechanism for the MCAC Application process. It is best practice to have the student complete the online student survey after he or she completes his or her post-secondary application. However, if needed, you may forward the online student survey link to the student in a text blast to complete the survey. **It is imperative that students complete the survey to inform the MCAC of the number of students that participated in the campaign.**

Survey Monkey™ will collect the data from each student enabling MSDE to run reports on all necessary data points.

Section 6- Appendices

THIS SECTION CONTAINS THE FOLLOWING:

- MCAC Home School Students Frequently Asked Questions (FAQ)
- College Fit Worksheet
- College Application Worksheet
- College Experience BINGO
- I Applied. What's Next
- Start Here. Get Here.
- After Your College Application Program
- Document to Support the FAFSA Process
- What to do after completing the FAFSA
- FAFSA Completion Event Reminder
- Student Application Instructions Form
- Stickers for Future College Graduate
- Student Perspective Blog

Frequently Asked Questions (FAQ)

MCAC Home School Frequently Asked Questions (FAQ)

1. **Does a child receive a Maryland High School Diploma upon completion of his or her home instruction program?**

   No. A Maryland High School Diploma is a specific kind of high school diploma that can only be issued by public schools, and which can only be issued after a child has met the requirements of COMAR 13A.03.02.09B. This type of diploma is therefore not available to students who complete their secondary education in a home instruction program. If a child transfers from a home instruction program to a public school and meets all graduation requirements, then he or she may receive a Maryland High School Diploma.

   Alternatively, if a child is enrolled in a nonpublic or church-exempt school and meets that school's graduation requirements, then the child may receive a diploma issued by that school's legal authority. COMAR 13A.09.09.09E states, however, that the diploma of a nonpublic secondary school may not imply that the requirements for graduation from a Maryland public secondary school have been met. Similarly, no provision prohibits a parent or guardian, or a supervising nonpublic school or institution, from issuing a diploma upon completion of the home instruction program, but it may not imply that it is a Maryland High School Diploma.

   Another option is to obtain a Maryland High School Diploma by examination, which requires that a child successfully complete the General Educational Development (GED) test. If a child is 16 years old or over and is either participating in a home instruction program or has completed such a program, he or she may register for the GED test. If the child has not completed his or her home instruction program, however, and does not achieve passing scores in all subject matters on the GED test, the child must continue to participate in a home instruction program or enroll in school until he or she reaches the compulsory attendance age. For questions about GED requirements, contact the GED Testing Office of the Maryland Department of Labor, Licensing, and Regulation (DLLR) at (410) 767-0538. You can access more information online at the following link:

   http://www.dllr.maryland.gov/gedmd/ged.shtml
   [COMAR 13A.03.02.09B & D]

2. **What do I need to prepare for enlistment in the military?**
   Homeschoolers should continue to be aware of the need to accurately document their high school years. When enlisting, young men and women will be required to submit a homeschool transcript showing completed courses similar to what's expected in a "traditional high school".

3. **Is the Maryland College Application Campaign (MCAC) just for students interested in four-year college?**
   No. The MCAC provides support for students to pursue post-secondary opportunities. High school seniors receive supports to attend a two-year college, four-year college, private career school, private college, independent colleges, or the military.

4. **Will I be able to attend a FAFSA Completion Event in my school system?**
   The home instruction regulations do not include a provision to allow students receiving home instruction to participate in activities offered by the local school system other than the standardized testing programs. However, verify with the local school system if attending a FAFSA Completion Event is permissible.

5. **Can I attend a FAFSA event held by another entity (e.g., MHEC, or College Goal Maryland)**
   Yes. A homeschooled student may attend a FAFSA Completion event held by another entity. To attend, the parent or guardian should contact the entity for details of the event.

6. **Are there state financial assistance programs available to pay for school?**
   Yes. There are many options available to pay for school. Visit the MHEC website at www.mhec.maryland.gov for details regarding the following options:
   - Need-Based Grants
   - Legislative Scholarships
   - Career/Occupation-Based Grants and Scholarships
   - Loan Assistance Repayment Programs
   - Unique Population Scholarships
   - Tuition Waivers

7. **Can a homeschool student apply for the Maryland Community College Promise Scholarship?**
   Yes. A homeschooled student who meets the requirement for graduation, as well as eligible graduates of private or public high schools in Maryland is eligible to apply for the Community College Promise Scholarship.

8. **What is the Community College Promise Scholarship?**
   The Community College Promise Scholarship provides tuition assistance for a student to attend community college in Maryland. Funding for the scholarship will not become available until the 2019-2020 academic year, which is the fall semester of 2019. The award will not be more than $5,000 per recipient, or the actual tuition, whichever is less.

9. **Are home school students eligible for other financial aid?**
   Yes. Home school students are eligible to participate in state grants and scholarships available through the Office of Student Financial Assistance if the entity that supervises the home instruction and establishes the curriculum holds a Certificate of Approval or is registered to supervise home instruction by the Maryland State Department of Education and the local county board of education and the curriculum is clearly identified with grades on an official transcript.
   For further information, check the MHEC website at www.mhec.maryland.gov.

10. **To whom should I direct additional questions about the MCAC?**
    For additional information about the MCAC, contact the State Coordinator, Michelle Daley at michelle.daley@maryland.gov or 410-767-0359.

College Fit Worksheet

(An electronic version of this form is available at www.marylandpublicschools.org/mdcac)

	School 1	School 2	School 3	School 4
School name:				
School code: For use on the FAFSA				
Driving distance from home:				
Maryland school or out of state?				
Annual number of students enrolled:				
School name: School code: For use on the FAFSA				
Cost per credit hour:				
Annual Housing Cost:				
School scholarships and institutional aid?				
Types of Degrees offered: (e.g., bachelor's, associate)				
Programs and majors I am interested in:				
Does the school offer any of the following services?				
Summer orientation or college preparation programs?				
Free tutoring services?				
Emergency funds?				
On-campus health services?				
Housing during holidays?				
Multi-cultural student clubs?				
Other:				
Application, financial aid, and housing tracking information				
Date applied:				
Date accepted:				
Date FAFSA submitted:				
Date housing secured:				

College Application Worksheet

The following information may be required when submitting your college application. Bring this completed form to your school's MCAC event to help you complete the application.

List the top three colleges to which you plan to apply. Visit their websites prior to your MCAC event to determine what special requirements will be necessary to complete your application:

A printable version is available on www.marylandpublicschools.org/mdcac

	College #1	College #2	College #3
Name of Post-Secondary Institution			
Special requirements: • essay • personal statement • teacher recommendation • resume • proof of residency • other			
Application Deadline			
Cost to Apply			
Payment Options: • fee waiver • check • credit card • PayPal • other			
Financial Aid Filing Deadline			

Personal information required for most colleges and universities

You will be asked for your:

- Full legal name (first, middle, and last)
- Other names that might appear on academic records (including former names or nicknames
- Social Security Number (SSN)
- Birth date
- Place of birth (city, county, state)

Did your parents attend and/or graduate from college? _____

If yes, where did they attend and in what year did they graduate?
Parent 1 College: _____ Year of graduation: _____
Parent 2 College: _____ Year of graduation: _____

Citizenship/Immigration Status*:

Are you a U.S. citizen? • Yes • No

If no, indicate country of citizenship: _____ Country of birth: _____

If you are a permanent U.S. resident, include your Alien Registration information:

Alien Registration (I551) card number: _____

How long have you lived in the U.S.? _____
Years/Months

Date of Test of English Language as a Foreign Language (TOEFL) was or will be taken

(test results must be sent directly to the college): _____
Month/Year

***There is no federal or state law that prohibits the admission of undocumented immigrants to U.S. colleges, public or private. Federal or state laws do not require students to prove citizenship in order to enter U.S. institutions of higher education. Institutional policies on admitting undocumented students vary; depending upon the college, residency requirements may or may not apply with regards to tuition rates; while undocumented students may not receive federal financial aid, you may qualify for certain scholarships or institutional awards.**

Academic Information:

Testing Information

	Exam Date (month/year)	Composite Score	Critical Reading/English Score	Math Score	Reading Score	Science Score
SAT						
SAT						
ACT						
ACT						

Previous College Courses:

Have you taken any college level courses taken in high school? · Yes · No

If yes, college name: _____

Number of college credits earned: _____ Dates of attendance: _____
month/year

Academic honors, recognitions or awards:

- National Honor Society
- Merit Scholar
- National Achievement Scholarship Program
- Presidential Academic Fitness Award
- School district award(s) or achievement: _____

_____

- Regional award(s) or achievement: _____

_____

- Statewide award(s) or achievement: _____

_____

- Others: _____

Current Grade Point Average (GPA): _____

Other academic awards or achievements:
(some examples: math team president; science fair winner; honor roll regular; Model UN member; yearbook or school newspaper editor; etc.): _____
_____

Clubs, sports or other extracurricular activities:
(some examples: drama club; varsity or club sports; student government; orchestra or band; Relay for Life; environmental club, etc.) _____
_____

Community activities:
(some examples: church, temple or synagogue; Boy or Girl Scouts; Key Club; Big Brothers/Sisters mentor; fundraising; soup kitchen helper, etc.)
_____
_____
_____

Job (paid or unpaid) experience: (some examples: store clerk; babysitter; lifeguard; car wash attendant; waiter/waitress; cleaner; freelance worker; summer camp counselor; etc.)
_____
_____

Other Information
You may be required to submit an essay, a personal statement, a resume and/or information about the classes you have taken in high school and the grades you earned in those classes. To best prepare for MCAC, be sure to bring the following along with you:

- An activities resume that includes your extracurricular activities, including information about which years you participated in each club, sport or activity. Be sure to include any volunteer work you have done in your community.
- Final, proofed electronic copy of your essay, personal statement, and any required supplemental questions on a flash drive.
- Your school counselor will send your high school transcripts separately.
- If you have taken any college courses, you must request official transcripts from the college registrar at the college where you received credit. There may be a fee for a transcript request.

Remember: Your college applications are not complete until you have submitted ALL required documents and application fees or waivers (if required). That includes your official high school transcript, official test scores (ACT, SAT, TASC/GED etc.), and letters of recommendation. Make sure to follow up with your counselor, the testing company and those you've asked for recommendations.

Check your application status: You are responsible for checking the status of your application at the college admissions offices. Allow 8 to 10 weeks for processing after sending your application and supporting documents.

Make sure you send the all the information necessary to complete your application; it will not be considered unless all documentation is supplied.

Maryland College Application Campaign
College Application Worksheet
Test Scores

Many applications for college admission will request information related to tests that you have taken. Use the worksheet below to list the scores for tests you have already taken. If you have not yet taken the SAT or ACT, speak with your school counselor about upcoming test dates – you will need to take at least one of these college entrance exams soon! Most colleges will also require an "official" score that is sent by College Board (SAT scores) or ACT (ACT scores). Talk with your school counselor about how to do this.

SAT

Test #1:
Date Taken:
Total Score:
Evidence-Based Reading and Writing Score:
Mathematics Score:

Test #2:
Date Taken:
Total Score:
Evidence-Based Reading and Writing Score:
Mathematics Score:

ACT

Test #1:
Date Taken:
Total Score:
English Score:
Mathematics Score:
Reading Score:
Science Score:
Writing Score:

Test #2:
Date Taken:
Total Score:
English Score:
Mathematics Score:
Reading Score:
Science Score:
Writing Score:

Extra-Curricular Activities

Some applications request information related to the activities that you participate in outside of your high school classes. This could include clubs, organizations or any other activity that you want to share with the college. List your activities below, including the year(s) you participated and if you held a position or received an award related to the activity.

Activity 1:
Years Participated:
Leadership position held
Awards:

Activity 2:
Years Participated:
Leadership position held:
Awards:

Activity 3:
Years Participated:
Leadership position held:
Awards:

Activity 4:
Years Participated:
Leadership position held:
Awards:

Activity 5:
Years Participated:
Leadership position held:
Awards:

Volunteer Activities

Activity 1:
Years Participated:

Activity 2:
Years Participated:

Activity 3:
Years Participated:

Activity 4:
Years Participated:

Maryland College Application Campaign
College Application Worksheet

Personal Information

Many colleges will ask you to provide information related to your residency and citizenship. You may need to provide the following information when completing your application. If you are uncertain about an answer, your parent or guardian may be able to help.

1. **Social Security Number (SSN):** (Your SSN is needed to get your FAFSA PIN in which you will register for after you apply to college during the College Application event. Some schools/institutions may also require this on their application.):

2. **Place of Birth:**
   City: State: Country:

3. **County of Residency:**

4. **Have you ever lived outside of Maryland?**
   If yes, how many years have you lived in Maryland?
   When did you move to Maryland? (This may be your birthdate)

5. **Citizenship Status** (circle one)
   US citizen Permanent Resident Alien Nonresident Alien Other

6. **Did your parent(s)/guardian(s) pay state income taxes last year?** Yes No
   If Yes, in which state?

7. **Do you have a parent or guardian who is currently on active duty in the military?**
   Yes No

8. **Employment Information:** List any employment you have held for the last two years, including dates. It would be good to include volunteer information here as well:

   Employer: Dates Employed:
   Employer: Dates Employed:
   Employer: Dates Employed:
   Employer: Dates Employed:

School/Institution Application Information

Many schools/institutions will ask for information regarding your postsecondary plans. You may be asked to identify the subject area you intend to major in or the program you are interested in for the application process. In addition, you will be asked for which term you are applying. Be sure to do research prior to your school's College Application Campaign event regarding whether the schools/institutions you are interested in have the major you want to study. If you don't know what you want to study, that's okay! You can work with your school counselor while you're still in high school to do career exploration and there will be resources on the school /institution's campus to assist with this as well. If you don't know the subject area in which you want to major, you can likely apply with "undecided", but do your research before the College Application Campaign event to make sure that is an option at the schools to which you plan to apply! Regardless, you can also change your major once you are enrolled.

Intended Program or Major:
Term for which you are applying (for most graduating seniors, this will be fall enrollment following your graduation from high school):

A printable version is available at www.marylanspublicschools.org/mdcac

College Experiences **BINGO**

- **Find a teacher, administrator or other adult in your school for whom one of the statements below are true**
- **Ask that person to sign the box that contains their true statement**
- **Up to 5 people may sign your sheet twice**
- **Five in a row wins – horizontal, vertical or diagonal!**

Never thought he/she would go to college	PARTICIPATED IN STUDENT GOVERNMENT	Studied in another country while in college	Transferred from one college to another	Went to college more than 500 miles from home
Lived at home while in college	WENT TO A COMMUNITY COLLEGE	Was in college for more than four years	Belonged to a student group or club	**Conducted scientific research**
Received a scholarship to help pay for college	Did volunteer work while in college	**FREE**	Studied on a Saturday night while in college	Change his/her college major at least one time
Had an internship	Graduated with a Bachelor's degree in four years	Was the first in his/her family to go to college	Attended a private college	**Took out student loans to help pay for college**
Belonged to a fraternity or sorority	Attended a state college or university	*Had a job while in college*	**Lived in a college residence hall**	**Played a sport while in college**

What's Next Handout / FAFSA Completion Reminder

A printable copy is available in the Tool Kit at www.marylandpublicschools.org/mdcac

I Applied. What's Next?

Congratulations! You are now on the path to college. This is what you can expect next.

Follow-up

Make sure you have taken care of all supporting documents required for your college applications:

- Submitted your application fee (or a fee waiver or deferral form)
- Asked your school counselor to send your official transcript to the college
- Submitted your additional essays as required
- Asked your references or school counselor to send letters of recommendation
- Requested official transcripts you might have from any other college courses you may have taken outside of high school
- Requested official test scores required -- SAT, ACT, AP, IB or TOEFL

Apply for Financial Aid

You'll need to complete the Free Application for Federal Student Aid, the FAFSA, which is your key to aid to help pay for college. The deadline to submit the FAFSA in Maryland is March 1st. This should be done as soon as possible after October 1st when it is available online at **fafsa.gov.** You can find FAFSA help available beginning in October at StartHereGetThere.org, when you can also learn about types of federal and Maryland State financial aid that may be available to you.

Look for FAFSA completion workshops and College Goal Maryland events that can provide one-on-one assistance for completing your FAFSA. They'll be scheduled in many locations across Maryland with dates and times posted on StartHereGetThere.org.

When You Will Hear from the Colleges

You should receive acceptance letters and financial aid award letters by April.

Know your deadlines

Make sure you know **all** your college deadlines so you don't miss any important decisions that may impact you later. There are deadlines for:

- Financial Aid (varies by college)
- Acceptance (usually by May 1st)
- Residence choices (varies by college)

While you are waiting

Spring seems far away, but take some time to thank those people who have helped you on your path to college…counselors, your recommenders, mentors, coaches or anyone else who has been an inspiration for you to go to college. **Be proud! You are pursuing your education after high school!**

STARTHERE.GETTHERE.
STUDENT FINANCIAL AID AWARENESS

Visit StartHereGetThere.org to:

- learn what you need to know about getting student financial aid
- get tips for filing the Free Application for Federal Student Aid – FAFSA
- find FAFSA completion event locations, dates and times for in your area

What to Bring

- Your FSA ID
- Both you and a parent need Federal Student Aid Identification Numbers (FSA IDs) to complete and electronically sign your FAFSA and other federal student aid documents
- Get your FSA ID at fsaid.ed.gov
- My FSA ID is: _____
- A FAFSA Worksheet, if you have completed one
- Student's social security number – bring the card to ensure number is correct
- Parents' social security numbers – bring the card to ensure number is correct
- Parents' date of birth
- Student's driver's license number, if student has one
- Student's Permanent Alien Registration Number, if not a U.S. citizen
- Copy of student's 2017 Federal Income Tax Return
- Copy of parents' 2017 Federal Income Tax Return
- Records of student's untaxed income from these sources:
- Child support received for any of the student's children; do not include foster care
- Tax exempt Interest income
- Veterans' non-education benefits (disability, death pension, etc.)
- Money received by or paid on the student's behalf (e.g., bills) not elsewhere on form

Records of parents' untaxed income from these sources:

- Child support received for all children. Do not include foster care
- Tax exempt Interest income
- Veterans' non-education benefits (disability, death pension, etc.)
- Untaxed portions of pensions; exclude rollovers
- Untaxed payments to tax deferred pensions and retirement savings plans (on W-2)
- Untaxed portion of IRA distributions; exclude rollovers
- Untaxed portion of IRA deductions
- Housing, food and other living allowances pd. to members of the military clergy & others
- Other untaxed income, such as workers' compensation & disability (not untaxed SS benefits)
- FSA ID – one for the student and one for a parent
- Email address – required to reset your FSA ID should you forget it

After Your College Application Campaign Program

Be sure to report your success! All participating students must complete a brief MCAC Student Survey. The survey will assist in reporting the number of students who participated and the total number of applications submitted. Site coordinators will receive the results for their campaign. The link to the survey may also be found on the MCAC website at www.marylandpublicschools.org/mdcac.

After your College Application Campaign Week event, your school team should meet to debrief on the success and challenges of the current year initiative. The debrief session should occur as close to the conclusion of your school's College Application Campaign Week event as possible.

By quickly assessing what worked and what areas need improvement, your school team can get a jump-start on planning for the following year's program and create an action plan to follow-up with participating students who need to complete the college application and financial aid application processes.

You will be asked to complete a MCAC Site Programmatic Survey to communicate to the State Coordinator about your successes and challenges, which you can also use to update your school team and community at large. The school team should plan to follow-up with participating students to ensure they complete the application process (by submitting transcripts, test scores, etc.) and that they submit a completed FAFSA.

After the event, it's important to thank the volunteers who assisted you in the process; a volunteer thank you letter template you may wish to use is included in this guidebook.

As we all know, the journey to successfully enrolling in post-secondary education does not end with the submission of a college application. There are several more steps that each participating student will need to complete over the next few months such as submitting recommendation letters and completing and submitting a FAFSA. Schools participating in the FAFSA Completion Initiative will have access to the list of students who applied for the FAFSA. The list will provide details regarding the completion and submission status of each student's FAFSA application. As such, it is important that your team implements a plan to follow-up with participating students.

Documents to Support the FAFSA Process

The Federal Student Aid, an Office of the U.S. Departemnt of Education provides access to a wide range of Federal Student Aid publications and resources. Resources are available to inform students and parents about changes to the FAFSA for the 2018–19 application cycle. Other information for student, parents, and counselors may be downloaded for dissemination. For information, visit www.edpubs.gov.

The documents are:

- College Student and Parents: What You Need to Know about the 2018-2019 FAFSA
- 2018-2019 FAFSA Talking Points: Messaging for Counselors and College Access Mentors to Use with Colleagues, Students and Parents

Free publications to assist schools in educating students and parents about the FAFSA may be ordered in bulk. Publications are available in English, Spanish, and Braille. A list of available publications is below. You may view each publication at https://www.fsapubs.gov in detail, or select "PDF" to download a copy. Braille publications must be ordered. For assistance with ordering, you may send an email to orders@FSAPubs.gov or call 1-800-394-7084.

- 2018-19 Counselor and Mentor Handbook on Federal Student Aid
- Bookmark- Federal Student Aid: Proud Sponsor of the American Mind (Braille)
- College Preparation Checklist (Braille)
- College Preparation Checklist (English)
- Do You Need Money for College? The Guide to Federal Student Aid (Braille) 2018-2019
- Do You Need Money for College? The Guide to Federal Student Aid (Spanish) 2018-2019
- FAFSA 2018-2019 Free Application for Federal Student Aid (Spanish) Solicitud Gratuita de Ayuda Federal para Estudiantes
- FAFSA 2018-2019 Free Application for Federal Student Aid (Braille)
- FAFSA on the Web Worksheet 2018-2019 (Braille)
- FAFSA on the Web Worksheet 2018-2019 (Spanish) Planilla de preparación para FAFSA en la Web

What To Do After Completing the FAFSA

There is more to just completing the FAFSA. Refer to the tips below to ensure you are satisfying all steps in the financial aid process.

- Based on your FAFSA data, the government creates a Student Aid Report (SAR) and sends it to you, via e-mail and to all the colleges you listed on your FAFSA. Review your SAR for accuracy. If necessary, correct inaccurate items online at https://.fafsa.gov.

- If you did not use the IRS Data Retrieval Tool when completing your FAFSA online, please go back in and select that option to ensure that data presented is accurate.

- Promptly respond to any school that requests additional information or documents, such as IRS Transcripts or verification worksheets.

- If you have extenuating circumstances, such as a change in income or large medical expenses, provide detailed information about those circumstances to the Office of Financial Aid.

- You will receive an "Award Notification" from each college you have been accepted to. Compare all awards. Understand what you are being offered. Most financial aid funds have conditions for receipt and renewal, such as earning a certain grade point average (GPA) or being enrolled full-time. Contact the college's Office of Financial Aid if you have any questions about your award.

- Finalize your financial plan. Accept the offer of your choosing.

- Complete the promissory note for any loan(s) you are offered and wish to accept. Make sure you read and understand all of your loan rights and responsibilities. Check with the college's Office of Financial Aid regarding any loan counseling you must complete before you may receive the loan proceeds.

- If you have been awarded student employment, find out the details of possible job opportunities, how to apply for jobs, and what the wages are.

- Promptly notify your college's Office of Financial Aid of any outside or private scholarship, grant, or other type of student aid you expect to receive.

- Make copies and maintain files of all application materials for future reference.

- Complete the FAFSA annually on October 1st to continue receiving financial aid!

- Macrh 1st is Maryland's deadline to submit the FAFSA.

FAFSA Completion Event Reminder

Assistance with Your Free Application for Federal Student Aid (FAFSA)

Completion Event Site Information from College Goal Maryland www.collegegoalmaryland.org

Date:
[Enter the date or dates of your high school event]

Time:
[Enter the start time of the FAFSA Completion Event]

Location:
[Events may be held at an MCAC site however students may also participate in any existing FAFSA Completion event]

Event Contact Phone Number:

Event Contact Email:

We strongly recommend that students and their parents obtain an FSA ID and password at www.FSAID.ed.gov prior to attending a FAFSA Completion event.

Student Application Instructions Form

Congratulations! You are taking the first step necessary for going to college – applying! Be aware, there are several things you will need to do after today to complete the college application process. Most importantly, as part of this event, you will have an opportunity to begin the process of submitting a Free Application for Federal Student Aid (FAFSA) which will help you determine the financial aid you are eligible to receive.

Go to the college application website and find the colleges to which you are prepared to apply.

If there is an application fee – talk to your school counselor about a fee waiver.

Complete the application(s) to the colleges and universities to which you want to apply.

Make note of any additional items you need to submit with your application (essay, transcripts, SAT or ACT scores, recommendation letters) and
SUBMIT!

Print out a copy of your confirmation page if you applied online. Keep the confirmation page or a copy of the application for your records! Your **College Portfolio** is a good place to keep it!

Register for your FSA ID – you will need this to complete your Free Application for Federal Student Aid (FAFSA) form between October 1st and March 1st. Many grants, loans, and scholarships will require a FAFSA so this is a very important step. Go here to register for your FSA ID https://fsaid.ed.gov

After you submit your college application(s) and register for your FSA ID, be sure to submit the **MCAC student survey**. Your feedback is extremely important to us.

If available, complete the student sign-out sheet before you leave the computer lab. You will need to list the colleges for which you applied, whether you completed the FSA ID process and if you registered for the College Goal Maryland FAFSA Completion Events.

Follow-up! Make sure you submit any additional information the colleges you applied to require. This could include recommendation letters, test scores, and high school transcripts.

Remember to put October 1st on the calendar to begin filling out the FAFSA!

An Invitation to Contribute to the
Student Perspectives Blog

We Value Students' Viewpoints
That's why we're inviting students to become occasional or regular contributors to our online family of blogs.

What Goes into a "Blog"?
Think of this as a way to tell a true short story about a particular aspect of your life. In this case, we're interested in your aspiration to attend college. You can write something that makes us laugh, cry, reflect, think—or all these together.

What Should I Write About?
Hopes, fears, dreams, challenges. Your plan to get to college. Your determination to apply. Your expectations about the application process and how you'll get through it. Your reflections on what it takes to get into college these days—and how this affects you. Who is supporting you? Who *should* support you? Use your imagination.

How Do I Submit a Blog Post?
In writing:

- ✓ 100-300 words, more or less, in your own words
- ✓ A photo, video clip, link, or illustration to jazz things up, if possible

By video:

- ✓ iPhone video file (up to 1 minute)

Submit to:
info.msde@maryland.gov

Subject Line: "Student Blog"
Be sure to include your full name, school & district, grade, and phone number (for MSDE contact with you only)

Maryland College Application Campaign District Coordinators

Each Local Education Agency (LEA) has an assigned district coordinator to oversee the MCAC. To work towards a successful home school student population college campaign, it is recommended that district coordinators and home school liaisons collaborate. See below the name and contact information for each district coordinator.

School System	Name of District Coordinator	Email
Anne Arundel	Susan Love	SLOVE@aacps.org
Baltimore City	Veronica Grimes	vgrimes@bcps.k12.md.us
Baltimore City	Eleshia Goode	ergoode@bcps.k12.md.us
Baltimore County	Melanie Martin	mmartin7@bcps.org
Baltimore County	MaatenRe Ramin	mramin@bcps.org
Caroline	Derrick Simmons	simmons.derek@ccpsstaff.org
Carroll	Judy Klinger	jaklinger @carrollk12.org
Cecil	Joanna Seiberling	jkseiberling@ccps.org
Charles	Alicia Jones	aajones@ccboe.com
Dorchester	Richard Potter	potterr@dcpsmd.org
Garrett	Phil Lauver	Phil.lauver@garrettcountyschools.org
Harford	Kim Malone	Kay.Malone@hcps.org
Howard	Kelly Ruby	kelly_ruby@hcpss.org
Kent	Tracey Williams	twilliams@kent.k12.md.us
Montgomery	Karen Crews	karen_d_crews@mcpsmd.org
Montgomery	Robyn Hart	Robyn_H_Hart@mcpsmd.org
Prince George's	Edrika Hall	edrika.hall@pgcps.org
Prince George's	Amber Scott	amber2.scott@pgcps.org
Prince George's	Doreen Hogans	doreen.hogans@pgcps.org
Prince George's	Andrea Lawson	andrea.lawson@pgcps.org
Prince George's	Leon Washington	leon.washington2@pgcps.org
Queen Anne's	Brad Engel	BRAD.ENGEL@QACPS.ORG
Somerset	Tracey Cottman	tcottman@somerset.k12.md.us
St. Mary's	Rhonda Harris	rlharris@smcps.org
Talbot	Darlene Spurrier	dspurrier@talbotschools.org
Washington	Robin Handler	handlrob@wcps.k12.md.us
Wicomico	Lori Batts	lbatts@wcboe.org
Worcester	Eloise Henry-Gordy	EHGordy@mail.worcester.k12.md.us
The SEED School	Erika Asikoye	easikoye@seedschoolmd.org
Juvenile Services Education Program	Deborah Ingram	deborah.ingram@maryland.gov

Karen B. Salmon, Ph.D.
State Superintendent of Schools

Justin M. Harding, Ph.D
President, State Board of Education

Larry Hogan
Governor

Carol A. Williamson, Ed. D.
Chief Academic Officer, Office of the Deputy for Teaching and Learning

Sylvia A. Lawson, Ph.D.
Chief Performance Officer, Office of the Deputy for School Effectiveness

Division of Student Services, Academic Enrichment, Education Policy

Mary L. Gable
Assistant State Superintendent

Walter Sallee
Director
Student Services and Strategic Planning Programs *Branch*

Michelle Daley
MCAC State Program Coordinator
&
Comprehensive Planning Specialist
Student Services and Strategic Planning Programs Branch

Division of Career and College Readiness

Lynne Gilli,
Assistant State Superintendent

Jennifer Griffin
Specialist
Career and Technology Education Instructional Branch

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