



# College Planning Program Agreement

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## College Prep Services

The College Prep Services includes the following:

- *Personal and academic planning and suggestions*
- *Academic coaching and study skills strategy suggestions*
- *What standardized tests to take, why, and when*
- *College list development and researching colleges*
- *Course and career planning*
- *Extracurricular, volunteer, resume development*
- *Summer program planning for personal and academic enrichment*
- *College essays and applications*
- *College Contacts*
- *Selecting the right colleges*

*One Academic year's program is the most comprehensive, as students and parents have unlimited access to instructions by email and phone for questions.*

*Each grade has a specific program, including its particular counseling service and timeline.*

## **College prep service agreement for high school from Freshman year to Senior year student**

### **Goal:**

For the goal of applying to **colleges in the U.S.**, counseling starts from December of Freshman year, then with a plan for the following three **academic years**. Every school year generally runs from September to the end of June the following year, with a total of 10 months of counseling service per school year.

### **Counseling contents:**

Track academic grades and course suggestions; helping students communicate with school teachers and counselors if necessary.

Guide accumulating activities and experiences

Guide College and the Major's Research

Guide to digging into the student's interest and passion

Get to know the student and help dig into the unique stories in the student's life.

Suggest participating in related contests or research if applicable

Guide to editing and polishing all the materials the applications need, such as the application form, resume, and essays for summer programs after the freshman year.

Suggest preparing related tests, AP, SAT, etc.

Guide selecting courses the students will take next school year

**Note:** For the whole high school years plan, meet once every two weeks during freshman and sophomore years, and meet every week during Junior and Senior years, except during Thanksgiving and Christmas holiday weeks. Every Meeting time: one hour with the student by Zoom, or WeChat video. Setting up group chats with parents, the student, and the counselor, making communications more convenient.

This plan package includes all counseling services for the student.