



# PASOS STEPS

## FAMILY GUIDE

[oregoncampus.oregonstate.edu/pasos-steps](http://oregoncampus.oregonstate.edu/pasos-steps)

# SEPTEMBER

## 1

### PREPARE TO APPLY FOR COLLEGE

**Extracurricular Activities Chart** - It is important for your student to participate in extracurricular activities and keep track of them all throughout high school.

- Work with your student to fill out the **Extracurricular Activities Chart** with the activities that your student has already completed.
- Brainstorm future activities that your student can participate in.

**Transcripts** - Work with your student to access their unofficial transcript.

- My student knows how to access their unofficial transcript.

**College Essay Outline** - It can be challenging to write a college essay. You can support your student by giving them 1-2 hours of quiet concentrated time so they can start writing their outline.

- My student completed their College Essay Outline

# OCTOBER

## 2

### APPLY FOR COLLEGE

**Early deadline for college applications is November 1st!** - We recommend students apply by then to be eligible for the most scholarships.

**College Application** - Students will either apply through the Common App or directly through the college or university. All throughout October, please check in with your student about their college application progress so it's done by Nov 1.

- My student is making progress on their college application. My
- student submitted their college application by Nov 1!

# NOVEMBER

## 3

### FINANCIAL AID

**Professional Email** - you will need an email address for the financial aid process.

- I have a professional email

My email address is: \_\_\_\_\_

### FAFSA or ORSAA?

Scan the QR code to use the tool to determine if you will fill out the FAFSA or ORSAA.

**FSA ID** - 2-3 days before you complete the FAFSA, you need to create a FSA ID to access and sign the FAFSA.

- Me and my student created FSA IDs

### Complete FAFSA or ORSAA

- We completed the FAFSA or ORSAA!



## DECEMBER & JANUARY

4  
&  
5

### SCHOLARSHIPS

Scholarships can be overwhelming to complete. We created a [Scholarship Search](#) guide to provide keyword search ideas.

Students have a stronger scholarship application if they highlight their strengths. Please work with your student to complete the “[List of Accomplishments](#)” assignment.

- My student completed the list of accomplishments

## FEBRUARY

6  
&  
7

### OREGON PROMISE AND FIRST YEAR SUPPORT PROGRAMS

Complete [Oregon Promise](#) - it will really only take 10 minutes and it pays for 90 credits at a community college.

- My student completed the Oregon Promise!

There are many [first year support programs](#) that help students when they arrive on campus. Being part of these organizations can help students connect and meet others who share interests with them.

- My student has researched (and signed up for) first year support programs

## MARCH

8

### HOW MUCH WILL COLLEGE COST?

Collect all [financial aid letters](#) that your student has received.

Connect with your coordinator to receive support with [comparing the cost](#) of attendance of colleges and universities your student applied to.

- We worked with our coordinator to estimate the cost of attending different schools.

## APRIL

9

### DECISION TIME!

- My student has confirmed their enrollment of where they are going to attend. My
- student has applied for housing and dining.
- My student has signed up for their Student Orientation.

## MAY & JUNE

10

### FINAL STEPS

[Official Transcript](#) - once your student graduates, they need to send their official transcript to the university where they will be attending. Please check in with them to make sure it is sent.

- My student has sent in their official transcript
- My student signed their housing contract





# COLLEGE ESSAY OUTLINE

Goal: Start your college essay and show your true self when you apply

1

Start by watching this video. Before you start writing, you can ease into this process by watching a video that will help guide you.

“AXS Companion - Completing the Writing Section: Additional Tips on Writing the Personal Essay”



2

## UNDERSTANDING THE PROMPT

- Check for key words
- What will you write about in your essay? (the anchor)
- What does this story say about you? (positive characteristics)

3

## CHOOSE YOUR ESSAY PROMPT (JUST ONE):

- Some students have a background, identity, interest, or talent that is so *meaningful* they believe their application would be incomplete without it. If this sounds like *you*, then please share your story.
- The lessons we take from obstacles we encounter can be fundamental to later success. Recount a time when you faced a challenge, setback, or failure. How did it *affect* you, and what did you *learn* from the experience?
- Reflect on a time when you *questioned* or challenged a belief or idea. What prompted your thinking? What was the *outcome*?
- Reflect on something that someone has *done* for you that has made you happy or thankful in a surprising way. How has this gratitude *affected* or *motivated* you?
- Discuss an accomplishment, event, or realization that sparked a period of *personal growth* and a new understanding of yourself or others.
- Describe a topic, idea, or concept you find so engaging that it makes you *lose track of time*. Why does it captivate you? What or who do you turn to when you want to learn more?
- Share an essay on any topic of your choice. It can be one you've already written, one that responds to a different prompt, or one of your own design.


**4****OUTLINE: BEGIN THE OUTLINE FOR YOUR ANCHOR STORY BELOW****5****POSITIVE CHARACTERISTICS: WHAT DOES THIS STORY SAY ABOUT YOU?**

Look through the adjectives below and highlight at least 5 words that describe you in the outline of your anchor story you wrote above. Feel free to add other adjectives if they aren't on the list.

Achiever	Diplomatic	Innovative	Responsible	Adaptable	Dynamic
Joyful	Resourceful	Adventurous	Efficient	Learner	Restorative
Ambitious	Empathetic	Loyal	Confident	Analytical	Energetic
Non-judgmental	Self-disciplined	Artistic	Enthusiastic	Observant	Sensitive
Brave	Focused	Optimistic	Sincere	Calm	Friendly
Open-minded	Straight-forward	Communicative	Futuristic	Organized	Strategic
Compassionate	Generous	Passionate	Supportive	Competitive	Gentle
Patient	Sympathetic	Connected	Giving	Persistent	Thorough
Consistent	Grounded	Philosophical	Thoughtful	Creative	Hardworking
Positive	Trustworthy	Curious	Helpful	Practical	Unique
Decisive	Honest	Proactive	Versatile	Deliberate	Imaginative
Rational	Warmhearted	Dependable	Inclusive	Relaxed	Wise
Determined	Independent	Reliable	Witty	Diligent	Resilient

**Do you want to go back and add or change any details in your outline to highlight more strengths?**

## Search for Scholarships

Types of Scholarship	Tips for searching	Keywords to search
Full ride	<p>When searching for full ride scholarships, look at foundations and corporations, they typically award these types of scholarships. ✓ Pay for your entire college tuition</p> <ul style="list-style-type: none"> <li>✓ Part of a community with other students who received the scholarships</li> <li>✓ Mentor programs</li> <li>✓ Alumni associations that provide networking opportunities</li> </ul> <p>✓ Highly competitive, but worth your time.</p>	<ul style="list-style-type: none"> <li>• “Ford Family” + Scholarships</li> <li>• “Bill and Melinda Gates Foundation” + Scholarships</li> <li>• “Coca Cola” + Scholarships</li> </ul>
Institutional Scholarships <i>(Four year, public/private, community colleges)</i>	<p>The universities/colleges you applied to all have university/institutional scholarships they award. Look at your school’s scholarship options that they offer!</p> <ul style="list-style-type: none"> <li>✓ Range from \$3,000-\$15,000</li> <li>✓ Typically renewable throughout your time in college *if you maintain eligibility</li> <li>✓ Can offer additional resources and support during your time in college</li> <li>✓ Can sometimes be automatically awarded to you, best to apply by the priority deadline.</li> </ul>	<p>Search your college/university’s scholarship portal with different keywords-</p> <ul style="list-style-type: none"> <li>• “Diversity” + Scholarships</li> <li>• “Presidential” + Scholarships</li> <li>• “IB” + Scholarships</li> <li>• “General University” + Scholarships</li> </ul>
Local Scholarships	<p>Your town typically has smaller scholarships that are open only to students who live in your region, connect with your counselor &amp; school career center to get a list of these scholarships.</p> <ul style="list-style-type: none"> <li>✓ Could be refunded to your personal checking account *if you don’t have any outstanding cost to your student account</li> <li>✓ Smaller scholarship amounts that range around \$350-\$1,000 but they add up!</li> <li>✓ Typically less competitive</li> </ul>	<ul style="list-style-type: none"> <li>• “Rotary Club” + Scholarships</li> <li>• “Les Schwab” + Scholarships</li> <li>• *Your Local Bank* + Scholarships</li> </ul>
State Scholarships	<p>Oregon Goes to College lists a number of state scholarships, you can find more information at <a href="http://oregongoestocollege.org/pay/scholarships">oregongoestocollege.org/pay/scholarships</a></p> <p>The OSAC Scholarship Application provides current and future Oregon students one easy application to apply for multiple scholarships at one time. OSAC awards more than \$10 million in scholarships annually through more than 600 scholarships. Find more information at <a href="http://oregonstudentaid.gov">oregonstudentaid.gov</a></p> <ul style="list-style-type: none"> <li>✓ Typically hosted by a state program</li> <li>✓ Amount varies, they can be renewable or a one-time award</li> <li>✓ You have to be a resident of the state in order to be eligible</li> </ul>	<ul style="list-style-type: none"> <li>• Latino/Latina/Latinx, Black/African American/African Diaspora, BIPOC, LGTBQ+, Rural, Native American/Indigenous, First Generation, Medical conditions (i.e., diabetes, celiac, heart condition, etc.), Forestry, Engineering, Art</li> </ul>
Open Campus Scholarship Series	<p>Register here to receive texts about scholarships! Through text, Open Campus shares college scholarship opportunities, scholarship application tips, and more. This program is open to current and future college students, parents, and anyone interested in learning more.</p>	



# STEPS TO CREATE YOUR FSA ID

An FSA ID is required for students and their contributor(s) to access and electronically sign the FAFSA.



**Store this information in a safe and secure location**

## MATERIALS YOU WILL NEED TO HAVE BEFORE YOU BEGIN

- |   |  |
|---|--|
| <input type="checkbox"/> Your legal name    | <input type="checkbox"/> Your phone number                             |
| <input type="checkbox"/> Your date of birth | <input type="checkbox"/> Your social security number (if you have one) |
| <input type="checkbox"/> Your address       | <input type="checkbox"/> Your personal email                           |

**1**

### VISIT THE WEBSITE: [STUDENTAID.GOV](http://STUDENTAID.GOV)

- Select “create an account”

**2**

### ENTER YOUR PERSONAL INFORMATION:

- Legal Name (it is important to put your legal name as it is on your social security card)
- Date of Birth
- Social Security number (if you do not have one, select “I do not have a SSN”)
- The name I listed on my FSA ID is \_\_\_\_\_
- The phone number listed on my FSA ID is \_\_\_\_\_

**3**

### ENTER YOUR EMAIL: \_\_\_\_\_

- The email must be unique for each person. You cannot use the same email for a student and a contributor.
- DO NOT use your school email.

**4**

### CREATE YOUR USERNAME: \_\_\_\_\_

- Your username must have between 6 and 30 characteristics.
- You can use a combination of numbers and/or upper and lower case

**5**

### CREATE A PASSWORD: \_\_\_\_\_

- Your password must have between 8 and 30 characteristics. It must include at least one uppercase letter, one lowercase letter and one number.
- Do not use personal identifiers such as your first name, last name, date of birth, or your social security number.

**6**

**CHOOSE YOUR 4 SECURITY QUESTIONS AND DOCUMENT YOUR RESPONSE:**

- What was the name of your elementary school?
- What is the nickname of your youngest sibling?
- Who was your first boss?
- What was the name of your first pet?
- What was your high school's mascot?
- What color was your first car?
- What is your mother's maiden name?
- What was the name of the first person you kissed?
- What was the name of your first teacher?
- What was the place/location of your senior prom?
- What was the first movie you saw in the theater?
- What is the name of your house of worship?
- What is the name of the street where you grew up?
- What is your father's middle name?
- In what city did your parents meet?
- What was your childhood nickname?
- Who was your favorite singer/band in high school?
- What is the first name of your best friend?

1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_

**7**

**COMPLETE THE VERIFICATION PROCESS:**

- You will be sent an email with a code that you will need to enter to verify your email address.
- A text message will be sent to you with a code to verify your phone number.

**8**

**ENTER YOUR BACKUP CODE:**

- A backup code is generated for you when you create your FSA ID. The backup code allows you to access your account if you cannot use the two-step verification method.
- My Backup code is: \_\_\_\_\_

# ORSAA CONTRIBUTOR LOGIN

An account is required for a contributor to access and electronically sign the ORSAA.

Website: Oregonstudentaid.gov



**Store this information in a safe and secure location**

Before you begin, the contributor will need to have access to a personal email.

**1**

## ENTER THE EMAIL THAT YOUR STUDENT PUT ON THEIR ORSAA:

- The student will need to enter a personal email for the contributor. It is important that the contributor has access to this email.
- My email address: \_\_\_\_\_

**2**

## ACCESS THE EMAIL ABOVE AND CLICK ON THE PERSONALIZED LINK THAT WAS SENT TO YOU

**3**

## CREATE A PASSWORD

- New passwords must be at least 8 characters and comply with the following:
- At least 1 uppercase character (AZ)
- At least 1 lowercase character (az)
- At least 1 numeric characters (0-9)
- At least 1 special character (For example, !@#%&^&\*)
- Do not extend 2 sequential numbers (For example, 12, 456, 789)
- Do not exceed 2 characters or repeated numbers (For example, AA, bb, 77, &&)
- Do not include common words or names.
- My Password: \_\_\_\_\_

**4**

## KEEP TRACK OF THIS LOGIN INFORMATION

- Keep your login information in a safe and secure place because you will be using it again to renew your ORSAA.

# OREGON PROMISE WORKSHEET

The Oregon Promise is a state grant that helps cover tuition costs at any Oregon community college for recent high school graduates and GED® test graduates. Students must apply *during their senior year* or immediately after GED® test completion.



**Store this information in a safe and secure location**

## MATERIALS YOU WILL NEED TO HAVE BEFORE YOU BEGIN

<input type="checkbox"/> Your Legal Name <input type="checkbox"/> Your date of birth <input type="checkbox"/> Your address <input type="checkbox"/> Your phone number <input type="checkbox"/> Your social security number (if you have one) <input type="checkbox"/> A personal email	<input type="checkbox"/> Access to a PDF of your most recent high school transcript (includes the first semester of your senior year) <input type="checkbox"/> Current GPA: _____ <input type="checkbox"/> Date of High School Completion: _____
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<b>1</b>	<b>VISIT THE WEBSITE: <a href="http://OREGONSTUDENTAID.GOV">OREGONSTUDENTAID.GOV</a></b> <ul style="list-style-type: none"><li>• Select “create account”</li></ul>
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<b>2</b>	<b>ENTER YOUR EMAIL: _____</b> <ul style="list-style-type: none"><li>• The email must be a personal email, you cannot use your school email.</li></ul>
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<b>3</b>	<b>CREATE A PASSWORD: _____</b>
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# COLLEGE TOUR QUESTION GUIDE

Below are some ideas for questions you can ask while you're on a college tour. *These are just ideas to get you started!*

Campus tours are **FREE!** There are over 40 college campuses just in Oregon. There's a good chance there's a college campus close by when you travel around Oregon. Try to see as many campuses as you can (you can start with your student as early as elementary school! If you and your student have the opportunity to visit some college campuses, it is helpful to learn about the school and have a guide show you around.

**Directions:** To plan a campus tour, search "campus tour" + "the school you want to visit" (i.e., campus tour OSU) and you will find the link to schedule a tour. Often you need to sign up for a tour ahead of time, a week or more in advance.

## QUESTIONS

What is it like to be a first-year student at your school

What types of scholarship opportunities does your school offer?

What is school spirit like?

How big are the classes?

Does this school offer study abroad programs?

What sports does your school offer?

Are there any clubs that your school provides?

What are some fun activities that your campus offers?

What advice would you give an incoming freshman student?

As a first-year student, will I be required to live on campus my first year?

# OSAC SCHOLARSHIP OUTLINE

## Goal: Apply for eligible scholarships in OSAC

The OSAC Scholarship Application provides current and future Oregon students one easy application to apply for multiple scholarships at one time. OSAC awards more than \$10 million in scholarships annually through more than 600 scholarships.

**Website:** [oregonstudentaid.gov](http://oregonstudentaid.gov)

## BEGIN WRITING YOUR RESPONSES FOR EACH PROMPT

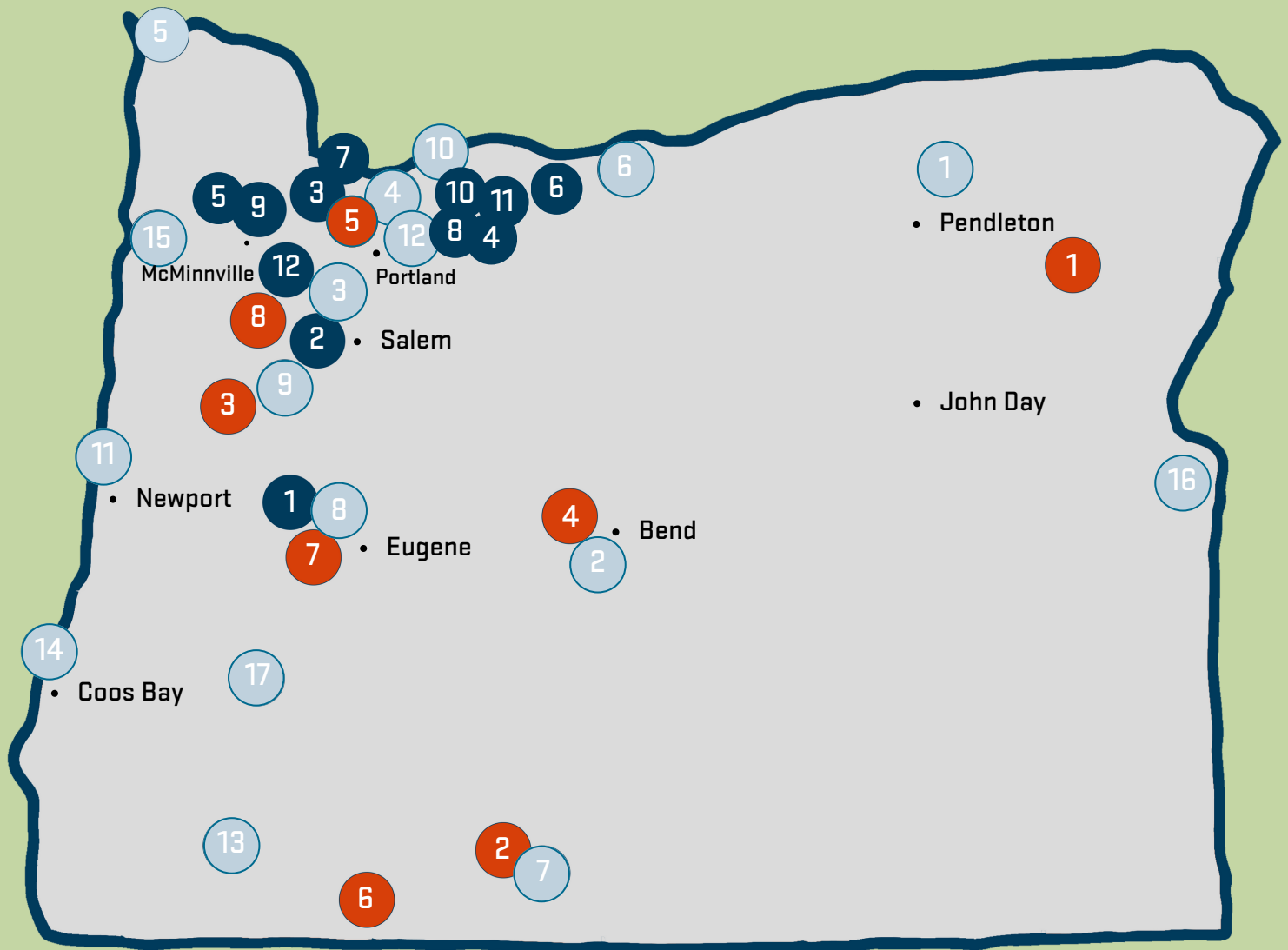
<b>1</b>	What are your specific educational plans and career goals and why? What motivates you to achieve them? (Required, 1900 characters maximum)
<b>2</b>	What have you done for your family, school or community that you care about the most and why? (Required, 1900 characters maximum)
<b>3</b>	Describe a personal accomplishment, impactful change, or experience that has occurred in your life. What skills and strengths were needed to respond and what did you learn about yourself? (Required, 1900 characters maximum)
<b>4</b>	(optional) Is there any additional information you would like the selection committee members to know? This could include financial situations not reflected on the FAFSA/ORSAA or other information not covered in the application. (Required, 1900 characters maximum)

### Due Dates:

**February 15:** Early bird deadline (entered for one of many \$1,000 scholarships, varies yearly)

**March 1:** Final Deadline

# Oregon Colleges and Universities



## Community Colleges

- 1 Blue Mountain Community College, Pendleton\*
- 2 Central Oregon Community College, Bend\*
- 3 Chemeketa Community College, Salem\*
- 4 Clackamas Community College, Oregon City\*
- 5 Clatsop Community College, Astoria\*
- 6 Columbia Gorge Community College, The Dalles\*
- 7 Klamath Community College, Klamath Falls
- 8 Lane Community College, Eugene
- 9 Linn-Benton Community College, Albany\*
- 10 Mt. Hood Community College, Gresham\*
- 11 Oregon Coast Community College, Newport\*
- 12 Portland Community College, Portland\*
- 13 Rogue Community College, Grants Pass\*
- 14 Southwestern Oregon Community College, Coos Bay\*
- 15 Tillamook Bay Community College, Tillamook
- 16 Treasure Valley Community College, Ontario
- 17 Umpqua Community College, Roseburg

\*multiple campuses

## Public Universities

- 1 Eastern Oregon University, La Grande
- 2 Oregon Institute of Technology, Klamath Falls
- 3 Oregon State University, Corvallis
- 4 Oregon State University-Cascades, Bend
- 5 Portland State University, Portland
- 6 Southern Oregon University, Ashland
- 7 University of Oregon, Eugene
- 8 Western Oregon University, Monmouth

## Private Colleges

- 1 Bushnell University †, Eugene
  - 2 Corban University †, Salem
  - 3 George Fox University †, Newberg
  - 4 Lewis & Clark College, Portland
  - 5 Linfield University, McMinnville
  - 6 Multnomah University †, Portland
  - 7 Pacific Northwest College of Art, Portland
  - 8 Pacific University, Forest Grove
  - 9 Reed College, Portland
  - 10 University of Portland †, Portland
  - 11 Warner Pacific College †, Portland
  - 12 Willamette University, Salem
- † religiously-affiliated



Oregon State University  
Extension Service

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