

## Handout 12.2: Questions to Ask a School or Training Program



Keep this form to use when you are researching schools or training programs. Use the form to write down the name and phone number of someone who can answer your questions. You may want to write a star next to each question you need to ask.

### Who can answer my questions about degree requirements?

#### Degree or Program Requirements

Contact Name:

Phone Number or E-mail:

1. What classes or requirement do I need to complete to be accepted to the program?
2. How many classes do I need to complete the program?
3. What times are classes offered? Are there evening programs?
4. When does the next semester start?
5. Can I start the program any semester?
6. Is there a waiting list for the program?
7. Does the school provide credit for what you have learned in other schools or on the job?
8. Who can help me figure out my required classes, schedule, and choosing a major?

### Who can answer my questions about program outcomes?

#### Program Results

Contact Name:

Phone Number or E-mail:

1. What credential will I have when I complete this program?
2. What jobs can I get after finishing? Will I need more education?
3. Can I use the credits from this program to advance to the next educational level? What is the next level? (e.g., certificate to degree)
4. Does this program have an employer or industry certification, and what is it?
5. Does the state require that I pass a test/get a license in order to use my degree?
6. What wage can I expect after I complete this program?
7. What percentage of program graduates get jobs after they finish this program?

### Who can answer my questions about admissions?

#### Admissions

Contact Name:

Phone Number or E-mail:

1. How do I apply?
2. What additional documents do I need?
3. Is there a testing requirement?
4. How do I get my high school transcript?
5. What is the application deadline?
6. When will I hear if I was accepted?
7. How can I contact the admissions office to get my application package? Is there someone there to help me?

## Handout 12.2: Questions to Ask a School or Training Program (cont.)

| Who can answer my questions about costs?  |   |
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| <b>Costs</b><br><b>Contact Name:</b><br><br><b>Phone Number or E-mail:</b>                      | <ol style="list-style-type: none"><li>1. What are the total costs – including tuition, fees, books, and supplies? What is the average student cost after financial aid?</li><li>2. Is there reduced tuition if I live in the school district? State?</li></ol>  |
| Who can answer my questions about financial aid?  |   |
| <b>Financial Aid</b><br><b>Contact Name:</b><br><br><b>Phone Number or E-mail:</b>              | <ol style="list-style-type: none"><li>1. What is the financial aid process?</li><li>2. How do I apply?</li><li>3. Who is eligible for financial aid?</li><li>4. What is the difference between a loan and a grant?</li><li>5. When will I hear if get financial aid?</li><li>6. How many students get financial aid?</li><li>7. How can I find the financial aid office? Are there special grants or scholarships for the concentration or major I'm interested in?</li></ol> |
| Who can answer my questions about transportation and parking?                                   |   |
| <b>Transportation and Parking</b><br><b>Contact Name:</b><br><br><b>Phone Number or E-mail:</b> | <ol style="list-style-type: none"><li>1. What trains or bus routes come near the school?</li><li>2. Where is parking available?</li><li>3. What are the costs?</li></ol>  |
| Who can answer my questions about support services?   |   |
| <b>Support Services</b><br><b>Contact Name:</b><br><br><b>Phone Number or E-mail:</b>           | <ol style="list-style-type: none"><li>1. Are there tutors to help me to study for my classes? When are they available?</li><li>2. Is childcare available? What times and days is it available? How much does it cost? What ages of children are accepted? Is there a waiting list?</li><li>3. Are job-placement services available?</li><li>4. Are counselors or advisors available to help me? How can they help me?</li></ol>   |