

Countdown to College Checklist...

Thoroughly researched and selected colleges I plan to apply to

I met with my School Counselor to review the college application process with her, asked questions, and provided information on what I need to be submitted to each of my colleges.

Created user accounts on the college web-sites and / or common application to begin my college applications

I listed the colleges I'm applying to in my Naviance account. *If applicable, I also matched my common application account with my Naviance account.

Noted all admissions requirements for each school I'm applying to: letters of recommendation (how many and from whom), standardized test scores, schedule of courses, transcripts, etc.

Recorded the application deadlines for each college I am applying to on a calendar. Based on these dates, I selected my own personal deadline to submit my applications. **Aim for at least 2 weeks prior to the actual deadline.

Asked (in person) my school counselor and a maximum of three additional teachers, coaches, advisors, employers, or other outside individual to write a letter of recommendation for me. I asked for these letters well in advance of when I need to submit my application. I followed up my in person letter request with an electronic request for a letter through Naviance. *This is for in school personnel only.

I requested my transcripts to be sent to the colleges I'm applying to both by paper and through Naviance at least 10 days before the application deadline.

I requested that my SAT / ACT scores be sent directly to the colleges I'm applying to directly from the testing service. This should be done well before the application deadline.

I reviewed the financial aid web-page of my colleges, noted any specific deadlines for submission of all financial aid paperwork (FAFSA (required) and or CSS Profile, if required) and reviewed the guidelines for any potential scholarships offered by the college that I may be eligible for.

*If I am playing a sport in a Division I or Division II school, I registered with the NCAA or the NAIA, noted their eligibility requirements and notified my school counselor of my plans.