

## **SCHOOL COUNSELING OFFICE** **SENIORS – CHECKLIST**

**ATTENTION SENIORS AND PARENTS:** Post this September – January calendar to help you as you go through the college admissions process.

### **September- October**

- Go online to begin college applications. Visit Application websites. [www.commonapp.org](http://www.commonapp.org) & [www.applytx.org](http://www.applytx.org)
- Plan to visit schools you are interested in – early fall is a good time.
- Complete a Counselor Recommendation Sheet if recommendations are needed and give to the 3 teachers you would like to write a recommendation for you.
- Register for required tests, it is your last chance to take the SAT & ACT!
- Prospective Division I and Division II athletes – Register online [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net).
- Submit college applications 10 school days prior to deadline.
- Meet with college representatives visiting the high school.
- Update and finalize Resume to send to colleges.
- Check if the college requires particular SAT Subject Tests for admissions. If so, register for December or January SAT Subject Tests. Register online at [www.collegeboard.com](http://www.collegeboard.com).
- **Complete at least 4 four-year college applications.** Ask teachers for college recommendations.
- Provide teachers with stamped addressed envelopes for recommendations or arrange for online submission..

### **November**

- **Early Decision deadlines are often November 1, November 15, or December 1.** Be aware of deadlines.
- Register online for the FAFSA (Free Application for Federal Student Aid) in January at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).
- Meet with college representatives visiting the high school.
- Check for scholarship information in the School Counseling Office and on the School Counseling Website.
- Submit college applications 10 school days prior to deadline.
- Attend Financial Aid Workshop at Café College

### **December- February**

- **Complete all applications by December 1** to guarantee mailing before winter break.
- Check for scholarship information in the School Counseling Office
- Watch for January College application deadlines.
- Check deadline for completing Financial Aid.
- Make sure all Transcript Request forms have been submitted

### **February**

- Review acceptance letters and finalize the school of your choice.
- Submit your registration fee in order to hold your spot.
- Talk with “Housing” to review housing plans and meal plans if living on campus.

### **March**

- Review Financial Aid letter and accept all Grants & Scholarships, develop a list of \$ still needed and accept that amount in student loans.