



SENIOR COLLEGE CHECKLIST

AUGUST:

- ☐ Common Application and UC Application open. Begin working on them.
- ☐ Register for the SAT and/or ACT exams (if you need to take or retake them)
- ☐ Complete the Brag Sheet and update your Resume on Naviance.
- ☐ Talk to your parents about colleges you are considering and the cost of attending each.
- ☐ Start thinking about the possibility of applying to any college “Early Decision” or “Early Action.”
- ☐ Athletes—register with NCAA Eligibility Center (if you haven’t already done so).
- ☐ Register for your Free Application for Federal Student Aid (FAFSA) pin number www.fafsa.ed.gov/

SEPTEMBER:

- ☐ Make an appointment to meet with your Counselor to go over your personal plans.
- ☐ Obtain as much information as possible about the college(s) that interest you.
- ☐ Meet with college representatives when they visit LRHS and attend local college fairs/receptions, especially if you plan to apply to that school.
- ☐ Finalize your 3-tiered college list.
- ☐ Organize your applications by deadlines and gather information on all application requirements
- ☐ Begin working on your college essay(s).
- ☐ Continue working on your college applications.
- ☐ Review your Naviance profile and transcript for accuracy and completeness.

OCTOBER:

- ☐ CSU applications come online October 1st—start working on them.
- ☐ Continue to work on your UC, private, independent and out-of-state public college applications.
- ☐ Decide whether or not to apply Early Decision (binding) or Early Action (non-binding)
- ☐ Continue to meet with college representatives when they visit LRHS, especially if you plan to apply to that school.
- ☐ Confirm if the school(s) you are applying to requires or recommends an interview. Consider scheduling one.
- ☐ Take special note of the application fees and deadlines.
- ☐ Submit the FAFSA (www.fafsa.ed.gov)
- ☐ Register for the *CSS Profile* (financial aid) if required by colleges to which you will apply.
- ☐ Make your letter of recommendation requests on Naviance.
- ☐ Finalize your “Colleges I’m Applying To” list on Naviance. Make all document requests through Naviance (i.e. transcripts)
- ☐ Order your SAT and/or ACT scores to be sent from the testing agency directly to each of the schools to which you will apply.

NOVEMBER:

- ☐ Finish and submit CSU, UC, and Early Decision/Early Action applications.
- ☐ All CSU and UC applications are due November 30th.
- ☐ Finish up and/or continue to work on all other applications.
- ☐ Last chance to register for ACT or SAT exams to meet college deadlines.
- ☐ Check the colleges’ specific housing, financial aid and scholarship deadlines.

DECEMBER:

- ☐ Wrap up the application process for all of your schools.
- ☐ Make sure your test scores have been sent to the colleges to which you are applying.
- ☐ If accepted under binding Early Decision, withdraw all other applications.
- ☐ Check scholarship listings for possible scholarships that are applicable to you.

JANUARY:

- ❑ Make sure all of your applications have been received by the colleges and that your “file” is complete. If you do not receive an acknowledgment, the student should contact the college.
- ❑ Check your college portals and emails often for important information. Respond to any requests from the college ASAP.
- ❑ If the school(s) you have applied to require a mid-year (7th semester) transcript—request from your Counselor
- ❑ Notify colleges of any new honors or accomplishments, if you received a poor grade (D or F) on your semester report card, and/or if you are dropping a class at semester.
- ❑ Continue to investigate scholarship opportunities.

FEBRUARY:

- ❑ Finish applications for schools with February and March deadlines.
- ❑ Continue to monitor your college applications to be sure that all materials are sent and received on time.
- ❑ Submit the California Student Aid Form (GPA Verification). We recommend you submit the FAFSA by this time.
- ❑ Submit the *CSS Profile* (if required).
- ❑ Apply for appropriate scholarships.

MARCH:

- ❑ Cal Grant and FAFSA priority deadline is March 2nd.
- ❑ Moorpark College and other community college registration begin for fall classes.
- ❑ Rank your top colleges by academic programs, location, and other important characteristics. If you are accepted to more than one school, these factors make the decision easier.
- ❑ Continue to apply for appropriate scholarships.
- ❑ Check on housing application dates and deadlines.
- ❑ Watch for the Federal Student Aid Program’s report of your financial aid eligibility and the acknowledgment from the College Scholarship Service that your *CSS Profile* has been processed (if required). Be sure copies of these reports are directed to each college to which you have applied.

APRIL:

- ❑ Virtually all schools will have informed students of their status by April 15th.
- ❑ Before finalizing your decision, visit schools you have been accepted to over spring break.
- ❑ If you are “waitlisted” at your favorite school but admitted to others, accept your second-choice school, give notice to them, and pay all deposits by the deadlines for that school in case the wait listing does not lead to an opportunity to enroll.
- ❑ If you are “waitlisted” and choose to accept a spot on the wait list, respond to that correspondence immediately and provide any additional documentation requested.
- ❑ Make your final selection and notify the school. **May 1st is the deadline!**
- ❑ Write or e-mail (no phone calls) to all schools to which you were accepted informing them of your decision to not accept their admission offer. Do this as soon as possible but no later than May 1st.
- ❑ Write thank you notes to teachers, employers and/or parents who helped you in this process.
- ❑ Watch your mail for financial aid awards from each college. Carefully assess each with regard to how much of your need the award will cover.

MAY:

- ❑ **May 1st is the last day to commit to a college**—be sure you have mailed your deposit check to the college or university you plan to attend.
- ❑ Proceed with the application for university housing if you plan to live on campus. Watch these deadlines carefully!
- ❑ Complete the “Graduation Survey” and “Alumnae Survey” on Naviance
- ❑ On Naviance request your final transcript to be sent to the college you will be attending
- ❑ Pay careful attention to deadlines for when you must accept your financial aid award in order to remain eligible for it.
- ❑ Discuss with your parents the coming transition to college; take a look at how you will manage finances, who will pay for what.
- ❑ Fill out and return all college correspondence as it is requested.
- ❑ Watch for information in the mail from the college about orientation, course selection, etc.
- ❑ Congratulations! Enjoy your graduation and look forward to college.