



## College Applications Checklist!

### AUGUST

- Register for the ACT and/or SAT if you didn't take it as a junior or want to improve your score
- Complete your brag sheet
- Brainstorm ideas for your essay/personal statement or begin your first draft of your essay(s)
- The online application opens for the University of California (UC) system on August 1st; you can only submit your application during the month of November, but you can start working on it now

### SEPTEMBER

- Narrow down your list of colleges and decide what your safety/target/reach schools are. (See "My College List" chart)
- Research merit scholarships on college websites to see if you might qualify, and check in with the CCC
- Register (on Naviance) and attend college visits in the CCC for schools you are interested in. Take every opportunity to get to know colleges and how they might (or might not) be a good fit for you
- Attend the Counselor Letter of Recommendation Workshop through your English class (Date posted on the MCHS Calendar)
- Ask your teachers and counselors for letters of recommendation in person
- Tell your parents to attend Senior Parent Night
- Attend College Knowledge Night

### OCTOBER

- Drop off your 1st draft of personal statement in the CCC for review
- Cal State University (CSU) application is open on 10/1; remember to check each individual campus for deadlines and requirements
- Complete any Rolling Admissions, Early Action, or Early Decision applications
- Continue to work on essays/personal statements/insight questions
- Complete FAFSA (Free Application for Federal Student Aid)

### NOVEMBER

- Online submission for UCs is open from 11/1-11/30. Complete UC application before the end of the month
- Complete CSU applications by 11/30
- Complete all essays/personal statements/insight questions
- Begin to work on Regular Decision applications

- Register for CSS profile if any of the colleges you are applying to require it
- Send official SAT or ACT test scores to all schools that need them

#### DECEMBER

- Continue working on applications for private and out of state colleges
- Call colleges to make sure your file is complete/check email (and spam folder) for important emails
- Complete all testing (SAT/ACT); this is the last test date for most colleges

#### JANUARY

- Write and deliver thank you notes to teacher(s)/counselor for recommendation letters they wrote and sent for you
- Check for Mid-year Report requirements and complete them
- If looking for scholarships, complete your scholarship notebook
- If you were admitted somewhere by Early Decision, you must formally withdraw all other applications

#### FEBRUARY – MARCH – APRIL

- Acceptance letters and financial aid offers will start to arrive
- Preview programs and visit colleges for an overnight if possible
- Send Intent to Register (SIR), and then withdrawal notification to colleges you are not attending. If seeking a Gap Year, notify the college in writing.
- Check for any other housing or scholarship deadlines
- Register for AP tests if applicable

#### MAY – JUNE

- Fill out Senior Exit Survey on Naviance: This is mandatory and must be completed before graduation.
- Attend Graduation!

#### Things to remember...

- ★ Use a calendar to keep track of all important dates and deadlines
- ★ Always keep a copy of your unofficial transcript
- ★ Have a parent, teacher, counselor, or other adult review the application before any application is submitted
- ★ Don't miss deadlines
- ★ Check your email account(s), including the spam folder, for requirements and deadlines and respond quickly to any requests for information regarding an incomplete application
- ★ 2<sup>nd</sup> semester: Keep up your grades... do not let "senioritis" get the better of you! You will need to submit your final transcript to the college of your choice... you do not want to risk your acceptance being rescinded in June!