

Timeline for the College Process

Grade 11 – Spring

- Keep your grades up!
- Register for the SAT or ACT this spring. If you're taking the SAT, I would recommend preparing for the May test. You may want to also take the March test as a prep.
- Prepare for the SAT or ACT if necessary – a class, tutoring, practice with workbook, etc.
- Continue to work on your college list. Visit colleges.
- Work on Resume, Student Information Form, and Parent Information Form. Give to your counselor if possible.

Summer

- Continue to work on your college list and make visits. Write down relevant information on each of your colleges on the blue College Search Worksheets. Make sure you write down all **deadlines** and keep them in handy place where you will not forget them.
- Prepare for fall SAT or ACT if necessary.
- Register for fall tests if necessary.
- Start looking at college applications. Which colleges will take the Common Application? Are you going to use it? (Remember to check to see if your colleges require a Supplement to the Common App.)
- Begin thinking about, and writing rough drafts of, college essays.
- See which colleges require **Profile** (a College Board product) for financial aid in addition to FAFSA. Get Profile materials, if necessary, and begin the process.
- Complete Student Information Form for your counselor.
- Have your parents complete Parent Information Form for your counselor.
- Become familiar with Family Connection.

Grade 12 - Fall

- Update your resume.
- Give your counselor:
 1. Updated resume
 2. Student Information Form
 3. Parent Information Form
 4. List of colleges to which you will be applying
 5. signed Waiver of Rights to See Recommendation Form
 6. signed Records Release Form

(Your counselor needs #1, #2, & #3 before he/she can write your recommendation.)
- Ask two teachers to write recommendations for you. Ask teachers who know you well and who you feel will have positive things to say. There is a form I will give you to request such a recommendation. Attach the completed form to the front of a manila envelope. Inside, put a copy of your resume (your teacher may not know all the activities in which you participate) and any forms that need to go along with their

recommendation letter. Also, put in the manila envelope a stamped envelope addressed to each college in which your teacher can mail his letter and any forms. Further directions can be found on Family Connection.

- Further college visits?
- Write your college essays. I will be glad to read your essays and offer constructive criticism. Your English teacher will be glad to do the same.
- Complete the applications and send them off well before any deadlines. Make sure your applications are **spotless and error free**. Make sure you are well aware of all **deadlines!** Your goal should be to have all your applications mailed by Thanksgiving. The sooner they are completed, the sooner you can begin to relax. If not by Thanksgiving, shoot for before Christmas vacation.
- Have your test scores sent directly to colleges from College Board.com (SAT) or ACTStudent.com (ACT). **This is your responsibility.**
- When you have sent your application to each college, fill out a Transcript Release Form for each college and give it to Mrs. Seymour in the Counseling Office. She will mail your transcript, a school profile, a secondary school report, and the counselor recommendation to each of the colleges for which you filled out a form.
- Search for scholarship possibilities. I recommend registering with **FastWeb.com**.
- After January 1, 2012, complete the FAFSA.
- Wait for college decision letters to arrive.
- Do you still need to visit or re-visit some colleges before you make a decision?
- By May 1, 2012, decide which college to attend and send your deposit.

The whole college process can go smoothly and without undue stress. To make this happen, however, you have to stay on-schedule. If you start putting things off, the same process can spiral into a nightmare. If you are behind and feeling stressed out, you are more likely to make some bad decisions, and you can't afford to do that with college being as important as it is.