

Senior College Planning Checklist Fall / Winter / Spring

ALWAYS

- Discuss college/military/career path plans with your parents
- Keep your grades up and take the necessary courses for graduation
- Do volunteer work, community services and extra curricular activity hours and log them
- Search and apply for scholarships

IF YOU HAVEN'T ALREADY

- Create an email specific to your school application and scholarship process. This will help keep all of your related communications in one place - i.e. AmySmithGoes2College@gmail.com
- Join the **Senior Google Classroom** hosted by the College & Career Center (CCC)
- *Strengthen your College List**
 - Talk to people who attended the colleges on your list
 - Visit/Virtual tour your top campus choices
 - Follow top choices on social media/YouTube
 - Narrow your list to 6-9 colleges. Be mindful to balance the list to a mix of academic safety, right fit and stretch schools
 - Request Letters of Recommendation- Use the *Request Template* from CCC, complete the form and give to teachers/leaders to help them write your letter (Nice to send a thank you note)
- Practice college applications, write draft essays, have teachers/counselors review.
- *Ask your counselor** or College/Career Specialist if you are eligible for a fee waiver for college app or testing fees

FALL

- Make a master calendar to include:
 - Test Dates/fees/registration deadlines
 - College App deadlines/fees for your final college list
 - Financial Aid deadlines: FAFSA Oct 1st release, individual school Priority deadlines)
 - Scholarships you are eligible for and deadlines
- Create a computer folder for documents you will use repeatedly
 - Transcript (most current)
 - Letters of Recommendation (at least 3)
 - Any essays from Jr English that could be used for scholarship/applications
 - Resume-if you have one
 - Master list for usernames/passwords for all new college related accounts
- *Need to improve your score?** Consider retaking the SAT/ACT test. Watch for test dates/deadlines
 - Double check that you have requested SAT/ACT to send your test scores to the colleges of your choice
- Attend FAFSA Presentation / College Application Workshops / College Fairs
- *APPLY for colleges on your final list***. Keep copies of all paper applications/documents
 - Early Decision Admissions submit by 11/1 for most schools; some are 11/15 & 1/1.
- *APPLY FAFSA*** Opens 10/1. Obtain **FSA ID** and complete your **FAFSA**. This is first come, first serve-apply right away for best chance at grant monies. See CCC for step-by-step instruction sheet or Ask *Benji* the AI Bot by texting your questions to 602.786.8171
[StudentAid.gov](https://studentaid.gov)

WINTER

- There is still time to APPLY for colleges & FAFSA-Do it now.

- Complete Unofficial Transcript request Form to have CCC send your mid-year (7th Semester) transcripts to schools as needed
- Attend FAFSA workshops or College preparatory nights hosted by CCC

SPRING

- As acceptance letters comes in, carefully review Financial Aid/scholarship offers
 - Use the CCC *College Financial Aid comparison tools* to compare and determine your true cost for each college you are considering
- Follow-up on applications if you have not received acceptance letters in timely manner
- Be sure that you have received your FAFSA acknowledgement and it has been processed as part of your financial aid package at your college of choice
- Work with CCC team to resolve any admission or financial aid issues
- Regularly check your college accounts for notices and updates. Colleges will no longer email you at your personal email, all communications will come via your new account dashboard. LOOK FOR Action Items you need to complete to finalize your spot (acceptance, financial aid, housing, registration, etc)
- Local Scholarships are typically available in March-apply right away
- Notify all schools of your acceptance/decline by 5/1
 - Send your non-refundable deposit to your college of choice (typically due by 5/1).
- Continue to apply for Scholarships. Visit CCC or the Google Classroom for scholarship info/links
- Once you have committed to a college please complete the CCC Senior Survey in the Google Classroom and submit a copy of ALL of your acceptance/Scholarship letters to the CCC. This will ensure you are recognized with your college/major and any scholarship awards at the Senior events.

SUMMER

- After Graduation use Parchment.com to order your final transcripts to be submitted. Wait until about 2 weeks after school is out to ensure your graduation/final semester grades have been posted to your file
- Attend all college orientations and informational programs on campus
- Know your tuition costs, payment schedule and deadlines
- Get your housing/roommate assignment
- Meet with counselor for class registration

TIPS

DON'T Procrastinate
 DO the FAFSA
 APPLY for Scholarships
 Keep your grades UP
 REACH OUT if you need help!

Your QCHS counselors and College/Career Specialist and Advisors are always available to assist you, answer questions and help you navigate the transition from High School to College.

**When you complete steps marked with * you may be eligible for College Board Opportunity Scholarships.*

Learn more by logging in at cb.org/opportunity.