

# 12<sup>TH</sup>

# SENIOR YEAR



# CHECKLIST

## SUMMER (BEFORE SENIOR YEAR)

### COLLEGE APPLICATION SEASON BEGINS.

- Confirm your final college list, application deadlines and requirements.
- Attend summer workshops here at your school or virtually through the county to learn how to: apply to college; use Common App; write an essay; find a college that fits you, etc.
- Set up a meeting with the college/career coordinator and school counselor to discuss your plans.
- Draft your application essays and/or personal statement; work with the college/career coordinator for feedback.
- Prepare a resume and complete the Student questionnaire/Brag Sheet in Naviance to list all of your non-academic activities and honors.
- Communicate with college admission representatives for questions you may have.
- Begin planning visits to colleges you are interested in attending.
- Request letters of recommendations from teachers, coaches, counselors, etc.
- Create Common Application Account using your personal email address.
- Continue to research scholarships, adding requirements and deadlines to your list.

### COLLEGE FINANCES.

- Learn about types of financial aid.
- Visit College Board's BigFuture EFC Calculator to see how financial aid can help pay for your education.
- Search and apply for scholarships ([www.fastweb.com](http://www.fastweb.com), <https://bigfuture.collegeboard.org>, [www.goingmerry.com](http://www.goingmerry.com)).
- Learn how money works; take a financial literacy course.
- Use the College Scoreboard to compare costs, degree programs and outcomes for the colleges you are interested in.
- Save money for college.

## FALL

### COLLEGE PLANNING.

- Attend college information nights in your community.
- Check college websites for application types, deadlines, financial aid, scholarships and housing information.
- Confirm your list of colleges in Naviance by either moving them over from "Colleges I'm Thinking About" to your application list or by adding colleges in the "Colleges I'm applying to" tab.
- Complete the Transcript Request at your school.
- Ensure you are meeting the deadlines.
- Meet with your counselor to review graduation requirements and to evaluate your initial transcript.

## COLLEGE PLANNING (CONT.)

- Register to take or retake college entrance exams.
  - Several colleges are test-optional – check look [here](#) for the most comprehensive list.
  - [SAT](#).
  - [ACT](#), with essay option ACT.
- Keep your test scores, resumé and transcript together to help in completing college applications.
- Send test scores to your colleges after checking whether they allow self-reported scores.
- If you have not asked your teachers to write a letter of recommendation yet, do so prior to your deadline and submit the request in Naviance.
- Complete and send out all early action and early decision applications.
- Get feedback from college and career coordinator, counselor and/or a teacher to review and revise applications and essays.
- Regular decision deadlines are typically around January 1st. Complete and send out all regular decision applications by the deadline.

## FINANCIAL AID

- Review the financial aid application process and timeline required by the colleges on your list.
- Register for an FSA ID, which serves as your FAFSA e-signature; student's parents/guardians must also register for an FSA ID.
- File the [Free Application for Federal Student Aid \(FAFSA\)](#) and [CSS/Profile](#) which opens October 1.
  - Information from your 2023 tax year will be used for the entering class of 2025 as they apply for financial aid for the 2025-2026 academic year.

## FINANCIAL AID (CONT.)

- Attend financial aid workshops at your high school or through MCPS virtually and in the community.
- Be aware that private colleges may require additional financial information from the [CSS Profile](#).
- Check [Maryland Higher Education Commission](#) for deadlines to apply for financial aid from the state.
- Search and apply for scholarships ([fastweb.com](#), [bigfuture.collegeboard.org](#)).
- Review your Student Aid Report (SAR) once FAFSA has been processed and make any corrections.

## WINTER

### COLLEGE APPLICATION FOLLOW-UP.

- Check your personal email frequently for additional information colleges might request within their timeline.
- Send your midyear transcript to colleges that request them.
- Continue scholarship searches over winter break and applying to them.

## SPRING

### ACADEMICS.

- Keep up with your grades – college admissions are conditional and can be rescinded if you do not continue academic excellence.
- Check with colleges where you have applied before considering dropping a senior class; colleges expect you to complete all high school courses you listed as “in progress” on your admissions application.
- Take your Advance Placement (AP) and/or International Baccalaureate (IB) exams.

## ACADEMICS (CONT.).

- For Montgomery College, take the Accuplacer Test.

## BEST COLLEGE FIT AND FINANCIAL FIT.

- Check your email or college admissions portal for admission decision notifications.
- Visit campuses that most interest you for “Admitted Students Day” or before.
- Carefully review your financial aid offer for each campus where you have received admissions and compare each offer; see college & career coordinator for help.
- Finalize your financial aid; accept your financial aid offer or work with the college’s financial aid office to adjust it.
- Discuss your options with your family.
- If you will be attending a 4-year college, notify and place a deposit at the college of choice by May 1.

## CAREER PLANNING.

- For Military:
  - Reach out to a recruiter to start the conversation.
  - Take the ASVAB Aptitude test.
- For Apprenticeship or Trade Schools:
  - Complete the application and any other required documents.
  - Confirm start date, location and employment (if required by school).
- For Workforce:
  - Apply to multiple jobs for full-time employment.
  - Create a resume and be prepared to be interviewed.

## COLLEGE ADMISSIONS FOLLOW-UP.

- Sign into your college portal and review your task list and deadlines.
- Check your personal email for correspondence and deadline reminders.
- Request your final transcript be sent to your college choice from your high school registrar before the deadline.
- Request IB and AP scores be submitted to your college of choice.
- Ask about college placement tests—some colleges require them for certain subjects, such as English and math; make sure to register in time and study beforehand.
- Sign up for summer and/or fall orientation; some are mandatory and some have cost.
- Register for your classes during orientation.
- Figure out housing – if living on campus, complete any roommate survey forms, sign the housing contract and submit a housing deposit to make sure you have a reserved room.
- If you get deferred to a college, send an email to your region/state admissions representative. Reaffirm your interest in the school and offer any updates (activities, achievements, awards, etc.).
- Colleges have until April 1st to release decisions.
- Plan visits to accepted colleges, if needed, in order to make your final college choice.
- Attend local admitted student events when possible.
- Notify your school counselor of your college decisions and scholarship opportunities.

## COLLEGE ADMISSIONS FOLLOW-UP (CONT.)

- If you have been waitlisted, this a good time to send.
- Your “I’d like to stay on the waitlist email to your designated rep which states your interest in the school and offers updates (activities, achievements, awards, etc.)”.
  - Sign up for campus housing if you plan to live on campus, meal plans and register for classes.
  - Athletic Recruitment.
- Share acceptance with your school counselor and CCIC.
- Work with your coaches to ensure they don’t need to send anything additional to your college you will be attending.

## FINE AND PERFORMING ARTS STUDENTS.

- Many portfolio-based arts programs have December 1st deadlines. And some universities require submission by December 1st to be considered for scholarship opportunities. Schedule a meeting with your school counselor to review your application deadlines, and ask any questions you may have.

## **SUMMER (AFTER SENIOR YEAR)**

### FINAL STEPS.

- Work and save money for college.
- Make a budget with your parents/guardians.
- Download the college’s health forms and see your doctor; colleges may require evidence of immunizations.
- Plan your payments; tuition payments are due at the beginning of the semester or term so research payment options beforehand.
- Make travel arrangements if you are traveling far to college; buy travel (bus, plane, train) tickets and make hotel reservations early (if necessary).
- Send thank-you notes to everyone who helped in your college process and/or gifts.
- Check your student portal or college website regularly so you don’t miss out on any virtual or local welcome events for students before classes start.
- If you will be living on campus, check for a list to help you pack.
- Spend time with your family and friends if you will be leaving home.
- Set expectations for while you are in college on how and when you will communicate with your friends and family

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- College Board's BigFuture EFC Calculator
  - <https://bigfuture.collegeboard.org/pay-for-college/paying-your-share/expected-family-contribution-calculator>
- Financial Literacy Course
  - <http://www.fdic.gov/moneysmart>
- College Scoreboard
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### COLLEGE PLANNING

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- Test Optional College Comprehensive List
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- CSS Profile
  - <https://cssprofile.collegeboard.org/>
- Maryland Higher Education Commission
  - <https://mhec.maryland.gov/Pages/default.aspx>

### COLLEGE ADMISSIONS FOLLOW-UP

- Reaffirm Your Interest In The School
  - <https://www.collegeessayguy.com/blog/letter-of-continued-interest>

### FINAL STEPS

- Check For A List To Help You Pack
  - <https://bigfuture.collegeboard.org/get-in/making-a-decision/off-to-college-checklist>

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