

HTHNC College Planning Checklist

Senior Year

August/September

- Transcript check & update “my checklist”**
- Register for the SAT and/or ACT**
- Take a look at college applications**
- Have students visit with Advisor/Director of College Advising to make sure they are on track to graduate and fulfill admission requirements**
- Make sure students are meeting with college representatives that visit HTHNC**
- Narrow down list of colleges & move to “Colleges to which I’m applying”**
 - Have students categorize “reach,” “range,” and “really sure” schools
 - 5 – 10 schools
 - At least one 4-yr college
- Creating a checklist and calendar to chart:**
 - Standardized test dates, registration deadlines, and fees
 - College application due dates
 - Financial aid application forms and deadlines
 - Other materials they will need for college applications (recommendations, transcripts, essays)
 - HTHNC’s transcript request process timeline
- CSS/Financial Aid profile**
 - Students need to ask the colleges they are applying to if they require this document. They can register as early as September
- Setting up interviews at colleges**
 - Have students look into scheduling interviews at school to which they are applying
- Update Family Connection**
 - my college list
 - my profile
 - my plan
 - my test scores
 - Recommendation Survey
- Attend Senior College Night**

October

- Register for the December SAT by end of October**
- Early application deadlines**
 - Some colleges have deadlines this month including Early Decision, Early Action, and rolling admission
- Fee waivers**
 - For students who cannot afford application fees, have them see the College Advisor
- Finalize the college essay**
- Request personal recommendations from teachers, counselors, or employers by Oct 15th**
 - Provide recommenders with plenty of advance notice, appropriate forms, an outline of academic record and activities, and a pre-addressed stamped envelope for each college
 - Submit Counselor Report/Secondary School Report to advisor to complete
- Submit CSU application to College advisor for review by Oct 15th**
- Research scholarship opportunities**
 - There are many online scholarship engines. Make sure students know to never pay for scholarships!
- Update Family Connection**

November

- Academic check**
- Plan holiday college visits**
- Finalize and send any Early Action or Early Decision applications due this month**
- Request high school transcripts by Nov 1st**
 - Follow school's procedures to get transcripts sent on time
- Submit UC application to College advisor for review by Nov 1st**
- Sending SAT/ACT scores directly to colleges**
 - Have students verify their scores were sent to the schools to which they have applied

- The FAFSA (Free Application for Federal Student Aid) becomes available this month**
 - Students can access the form online now, but cannot submit it until January 1st. It can be accessed at www.fafsa.ed.gov
 - Apply for student & parent PIN #
- UC/CSU applications are due by Nov 30th**
- Update Family Connection**

December

- Begin to organize regular decision applications**
 - Many of these are due in January and/or February
- Request 7th semester transcripts by Dec 15th**
 - Make sure students have requested their updated transcripts to be sent to all the schools where they applied
 - Submit Midyear Report for Common App to advisor
- Register for the January SAT (if needed).**
 - It's the last one colleges will be able to consider for a senior
- Update Family Connection**

January

- Many selective colleges have deadlines as early as January 1st**
 - Make sure your students are keeping track of their deadlines
- File the FAFSA**
 - Students should be filing the FAFSA from Jan 1st to Mar 2nd – check each school's deadline
- Attend Financial Aid Night**
- Update Family Connection**

February/March/April

- Verify that colleges have received applications and financial aid material**
- Pursue scholarship options and watch for deadlines**
- Acceptance letters and financial aid offers will start to arrive**
 - Have students review acceptances, financial aid packages, and encourage them to schedule campus visits for their final choices
- Register for EPT and ELM for CSU placement testing**

- Sign up for university housing, if available**
- Register for community college workshops, if applicable**
- Update Family Connection**

May

- May 1st is the National Commitment Day for colleges**
 - Verify that students have sent in a deposit to their top college choice
 - Make sure student notifies the Director of College Advising of their choice
 - Make sure students notify the schools they will not attend
- Request final transcript by May 15th**
 - Students should request a final transcript for the school they will be attending
- Waitlisted students**
 - If students are waitlisted, make sure they send in a deposit to their next top choice school
 - Encourage students to call and write the schools where they were waitlisted to make their interest clear
- Update Family Connection**