



PLANNING FOR COLLEGE CALENDAR

From researching and visiting colleges to taking standardized tests and writing your college essays, the college admissions process can be both exciting and overwhelming. Use this checklist to help you and your family keep up with important deadlines and tasks. The key to success is to plan!

JUNIOR YEAR

OCTOBER

- Take the PSAT if available.
- Attend college fairs, information sessions, and planning workshops and webinars to learn about various colleges.
- Begin developing a list of colleges that you may be interested in applying to in the future.

DECEMBER

- Review your PSAT results with your School Counselor if you have taken it.
- Take a full, timed practice SAT and/or ACT test. Consider taking a prep course or having a tutor if needed.

FEBRUARY

- Begin planning your senior year course schedule with your School Counselor.
- Register for the March, May, or June SAT and/or ACT when they are available at your school or in your area.
- Check out virtual tours for colleges you are interested in. If possible, schedule in-person visits to your top colleges.

SPRING BREAK

- Visit colleges that interest you!

APRIL

- After campus visits, narrow down your list to roughly five to eight schools.

MAY

- Take AP or IB exams if you have participated in AP or IB courses.
- Ask teachers, counselors, employers, or community leaders who know you well if they will write letters of recommendation for you.

JUNE

- Take SAT subject tests if they are required by the colleges you plan to apply to.
- Research financial aid and scholarship information for your top schools. Be sure to check deadlines and requirements carefully.
- If you hope to play an intercollegiate NCAA sport, register for the NCAA Initial Eligibility Clearinghouse and request NCAA Amateurism Certification.

SENIOR YEAR

OCTOBER

- Create a calendar with all important dates, application deadlines, and additional requirements for each college you are applying to.
- Attend college fairs, information sessions, workshops, and webinars to finalize your list.
- When admissions representatives visit your high school, either virtually or in-person, meet with them!
- Submit drafts of your college essays to your English teacher for help with editing and polishing.
- Review colleges' requirements regarding testing or their test optional policy if applicable. If needed, take the October SAT and/or ACT if available at your school or in your area.
- Make sure you are prepared to meet any Early Action or Early Decision deadlines and finalize all application materials.
- The Free Application for Federal Student Aid (FAFSA) opens October 1. Complete and file your FAFSA online at www.fafsa.ed.gov early. Save copies of all completed forms.
- Submit any Early Action or Early Decision applications. Keep records of everything you submit.

NOVEMBER

- Take the SAT and/or ACT one last time if you have a specific goal or benchmark you are attempting to reach.
- Begin researching outside/external scholarships that you can apply to. You can use search engines like this one: <https://www.cappex.com/scholarships>

DECEMBER

- Continue to work on applications and make sure you are on track to complete all requirements by Regular Decision application deadlines.

JANUARY

- Meet your Regular Decision deadlines.

FEBRUARY

- Check your email and/or application portals for any supplemental materials colleges have requested. Work with your School Counselor to provide your mid-year transcripts when necessary.

APRIL

- Compare all financial aid award packages you receive from colleges.
- Attend events and visit or re-visit the schools to which you have been admitted to help with your decision.

MAY

- Make a final decision and submit your enrollment/housing deposit to the school of your choice by May 1, the National Candidates Reply Date.
- Notify the schools that will not be attending.
- Accept the financial aid package offered to you at your college of choice.
- Take AP or IB exams if you have participated in AP or IB courses. Have official scores sent to your college.
- Don't slack off in school! Colleges will request your final transcript and can check your spring senior year grades for any major changes.
- Complete your orientation registration, housing application, and request your final high school transcript.
- Congratulations! You are almost there! Enjoy the end of your senior year and celebrate your accomplishments.