



COLLEGE APPLICATION CHECKLIST

1. _____ Finalize list of colleges you are applying to and enter into Naviance. Indicate the type of application being used (Common Application or school specific application) & deadline.
If you need assistance with this please watch this helpful video:
<https://www.screencast.com/t/oUbZbG8qSuR>
2. _____ Match your Common Application to Naviance. For instructions please watch this short video: <https://www.screencast.com/t/gxEQkElyo1>
3. _____ Complete your final draft of your college essay & upload to your Common Application or your school specific application.
4. _____ Complete Student Profile in Naviance. To do this: Click on "About Me" then "Survey's Not Started" or "Survey's in Progress" then choose "Student Profile."
5. _____ Ask 2 teachers for letters of recommendation and provide/email them with a copy of your Student Profile if requested.
6. _____ Ask your parents to complete the Parent Profile in Naviance (*optional*).
7. _____ Send official SAT/ACT scores to colleges you are applying to.
 - To send SAT Scores log into your SAT account by visiting: www.collegeboard.com
 - To send ACT Scores to your colleges log into your ACT account by visiting: www.actstudent.org
 - *Please note: Colleges will only accept your standardized test scores directly from College Board or ACT, students are responsible for sending their own scores.*
8. _____ Create an account on www.commonapp.org if you are planning on using the Common Application to apply to multiple colleges.
9. _____ Athletes that are planning to go to a Division I or Division II college need to register with the NCAA and can do so by visiting: www.naaclearinghouse.com.
10. _____ Complete and submit an online application to your Non-Common Application colleges that you are applying to (include essay & fees if applicable.)
11. _____ Request transcript to be sent to the colleges you are applying to in Naviance. Click on: "Colleges I am applying to" and then *Request Transcript*. Be sure the correct deadlines & application type is selected.
12. _____ Complete financial aid documents required by each college (CSS Profile or other forms, pay close attention to deadlines.) For a full list of colleges that requires the CSS Profile visit: www.csss.profile.collegeboard.org.
13. _____ Complete the FAFSA form online to apply for financial aid at www.studentaid.ed.gov.
14. _____ Scholarships: National scholarships are available via www.fastweb.com and local scholarships are available in guidance/Naviance starting in February.



Kerran Goff, Lead Guidance Counselor
James Shannon, Guidance Counselor
Robin Conathan, Guidance Counselor

Janice Webb, Secretary
Donna Freitas, Paraprofessional

IMPORTANT DEADLINES:

Students will need to check the deadlines for their specific colleges (this information is available in Naviance). Early action deadlines can range through the dates listed below. Transcripts will be sent without first term grades prior to November 17, 2020. Once grades are posted transcripts will be resent to the colleges of students that apply early action with first term grades. *Students should be aware that report cards will be issued on November 24th & 25th. Students should be mindful of deadlines and plan accordingly.*

Early Action:

October 15, 2020
November 1, 2020
November 5, 2020
November 15, 2020
December 1, 2020

Regular Action:

January 1, 2021
January 15, 2021
February 1, 2021

Rolling Admission:

No deadlines, accept application through late spring/early summer