

POST SECONDARY APPLICATION CHECKLIST

- ☐ Create a balanced list of schools
- ☐ Get applications
- ☐ Write down application deadlines (are you applying early?)
- ☐ Request your transcript on Parchment
- ☐ Request Mid-Year Grades if needed
- ☐ Find out and take admissions test if needed
- ☐ Take the SAT/ACT if required or recommended
- ☐ Send test scores
- ☐ Request letters of recommendation (please use form in google classroom)
- ☐ Give thank-you notes to recommendation writers
- ☐ Start Admissions Essay
- ☐ Have Essay edited by at least two people
- ☐ Interview at School if required
- ☐ Submit FAFSA
- ☐ Submit Profile if needed
- ☐ Check school website for other financial aid awards and deadlines
- ☐ Finish school applications
- ☐ Keep copies of all application materials (either electronic or paper)
- ☐ Pay application fee (check with counselor regarding Fee Waivers if eligible)
- ☐ Tell your Counselor where you have applied
- ☐ Review admissions letter when received
- ☐ Review Financial aid award letter when received
- ☐ Meet deadline to accept admission and send deposit
- ☐ Accept financial aid offers
- ☐ Notify Colleges you will not attend
- ☐ Notify your Counselor which school you WILL attend
- ☐ Notify your Counselor any scholarships you have been awarded

