

Grade 12 College Planning Checklist

GRADUATE FROM HIGH SCHOOL

- Do a final credit check! Be sure all your credits count toward graduation—see your counselor.
- Update your Four Year High School Plan.
- Check with your school to verify there are no holds on your diploma.

FOCUS ON YOUR SHORTLIST OF POTENTIAL COLLEGES

- Get applications and financial aid information for these colleges.
- Make a master calendar and include: test dates; application due dates; early admissions application deadlines; and financial aid application deadlines.

COMPILE A MASTER FILE OF:

- College applications.
- Financial aid applications.
- High school transcripts and any other required high school records. Some schools require official transcripts sent to them directly from the high school. Coordinate with your counseling office to allow enough time.
- Your resume.
- Letters of recommendation.
- Application essays.

APPLY

- Take or retake the appropriate college admissions test: ACT[®] and/or SAT[®].
- Register for the [SAT/ACT[®]](#) in October/November.
- Complete and submit applications **no later than Thanksgiving.**
- Have your official test scores sent by the testing agency to the colleges/universities on your shortlist of schools.

AFTER SUBMITTING YOUR APPLICATIONS

- Follow up with the school's Admissions Office to make sure they received your paperwork and that your file is complete.
- Follow up with your high school to be sure they submitted your transcripts.

FINANCIAL AID

- GATHER** up the financial [information](#) you'll need to complete your FAFSA.
NOTE: There are no costs for completing and submitting your FAFSA—it is completely **FREE**. Beware of companies that offer FAFSA services for a fee: remember it's free

- START** working on your Application for [Federal Student Aid \(FAFSA\)](#) online at. A hard copy of these forms should be available in your counselor's office in December. Check out [CalCC resources](#) for additional information for homeless, transient, or foster youth.

- SUBMIT YOUR FAFSA** no earlier than January 1 and as near to January 1 as possible.

YOU SHOULD BEGIN RECEIVING ACCEPTANCE LETTERS AND FINANCIAL AID OFFERS BY APRIL

- By May, decide what college you want to attend.
- Once you've decided, send the college a nonrefundable deposit if they require one.
- In May, take AP[®] exams for potential college course credit.

Avoid senioritis at all costs!

Remember that second semester grades are important and colleges may change admissions decisions based on them.