



Find The Perfect College For YOU!

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The Sport Source®

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COLLEGE PLANNING CHECKLIST

Jul
Aug
Sep

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Participate in High School Orientation				
Student meeting with counselor				
Set Academic Plan for Freshman Year				
Evaluate your Time Management Skills				
Explore possible Community Service Opportunities				
Do your homework				

FRESHMEN YEAR

Oct
Nov
Dec

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Parent/Student meeting with counselor				
Use MATCHFIT to begin to assess your academic goals				
Write down your academic strengths				
Write a description of your "ideal" College Program				
Meet with counselor to evaluate academic development				
Participate with a Community Service Organization				
Don't forget to study				

FRESHMEN YEAR

Jan
Feb
Mar

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Start a college file				
Research possible academic camps				
Review progress with parents				
Identify the academic "Core Courses"				
Set Individual goals for the summer and if possible take local campus visits				
If possible take online college courses for dual credit.				
Perform in the classroom				

FRESHMEN YEAR

Apr
May
Jun

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Student meeting with counselor to review goals-progress-interest				
Review progress with parents				
Set academic plan for next year				
Pick college campus to visit				
Attend a college academic camp				
Take dual credit courses when possible				
Finish the school year strong				

FRESHMEN YEAR

COLLEGE PLANNING CHECKLIST

**Jul
Aug
Sep**

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Student meeting with counselor				
Review academic plan for Soph. year				
Check with counselor for PSAT & PACT registration deadline				
Consider Essay Topics				
Search for scholarships available and requirements				
Complete a practice admission application				
Set-up files - begin to assemble college information				
Do your homework				

SOPHOMORE YEAR

**Oct
Nov
Dec**

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Parent/Student meeting with counselor				
Verify PSAT & PACT test dates				
Contact admission offices and request information for several schools				
Review progress with parents				
Attend College Night at high school - gather college information brochures				
Begin to identify 20-30 college programs				
Meet with counselor to evaluate academic development				
Don't forget to study				

SOPHOMORE YEAR

**Jan
Feb
Mar**

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Review material in college file				
Continue requesting information				
Review progress with parents				
Become familiar with financial aid publications from counselor				
Begin to identify 10-15 college programs				
Perform in the classroom				

SOPHOMORE YEAR

**Apr
May
Jun**

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Parent/Student meeting with counselor to review goals-progress-interest				
Review progress with parents				
Review College List				
Review academic progress				
Plan next year's academic program				
Begin investigating sources for financial aid				
Continue to update list of potential colleges				
Do your homework				

SOPHOMORE YEAR

COLLEGE PLANNING CHECKLIST

Jul
Aug
Sep

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Student meeting with counselor				
Review academic plan for Junior year				
Check with counselor for SAT & ACT registration deadlines				
Purchase MATCHFIT Online Identification Service				
Develop more selective college contact list-begin narrowing your list				
Review Achievement Test results				
Schedule campus visits				
Update your guidance counselor				

JUNIOR YEAR

Oct
Nov
Dec

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Review potential college list				
Verify & schedule SAT & ACT test dates				
Continue to obtain dual credit courses credits if possible				
Verify which colleges are test optional				
Request information from the colleges				
Visit College Nights / College Fairs				
Complete at least (2) two admission applications for practice only				
Get Letters of Recommendation/References				

JUNIOR YEAR

Jan
Feb
Mar

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Organize your personal portfolio				
Visit local colleges of different types & sizes				
Review Achievement Test results				
Check with counselor for re-test schedule depending on first testing results				
Develop your preferred college list				
Arrange for spring/summer visits & interviews at colleges from preferred college list				
Research internet for financial aid information				
Perform in the classroom				

JUNIOR YEAR

Apr
May
Jun

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Parent/Student meeting with counselor to review goals-progress-interest				
Take SAT/ACT if required for admission				
Develop academic plan for senior year				
Use Net Price Calculator for the college				
Explore possibility of enrolling in AP courses during senior year for college credit				
Review admission applications questions & concerns with counselors				
Register for Financial Aid				

JUNIOR YEAR

COLLEGE PLANNING CHECKLIST

Jul
Aug
Sep

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Finalize application essay topics				
Review documents needed for admission				
Obtain letters of reference as needed				
Update personal resume				
Review financial aid and scholarship applications				
Parent/student meeting with counselor				
Verify SAT/ACT is required				
Arrange for college visits & interviews				

SENIOR YEAR

Oct
Nov
Dec

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Update student portfolio				
Request referrals from teachers				
Review application essays with teachers-parents for suggestions & proofing				
Get tax records to prepare financial aid forms				
If applying for early admissions, complete and send applications				
Obtain all financial aid forms(national & from schools)				
Narrow list to (5) five schools for possible admissions application				
Apply to at least (3) three schools				
Inform counselor of applications sent				
Contact school regarding acceptance				
Keep up your grades/courses				

SENIOR YEAR

Jan
Feb
Mar

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
File financial Aid Forms ASAP				
Final visits to schools where applied				
Make sure all applications have been sent				
Parent / student meeting with counselor to verify all transcript verification is complete				
Re-submit any necessary information				
Re-take SAT & ACT if necessary				
Decision Time - "Good Luck"				
Apply for other scholarships				

SENIOR YEAR

Apr
May
Jun

ACTIVITY	Date Planned	Date Scheduled	Date Completed	NOTES
Review acceptances and offers-choose college you wish to attend				
AP Examination Scores				
If put on waiting lists, contact college admissions officers & guidance counselor				
Submit necessary deposits to college chosen				
Notify college you have chosen to attend				
Notify colleges applied not attending				
Notify counselor of final choice and have final grades, proof of graduation,etc. sent				

SENIOR YEAR