



Use this checklist as a helpful tool during your college search and application process!

1. Visit the College

- Attend an Open House
- Schedule a Campus Tour
- RSVP for an Instant Decision Day
- Schedule an appointment with an Admissions Counselor

2. Apply to the College

- Apply Online or complete and submit a paper application
- Submit the necessary documents*

Documents that most colleges request:

- Transcripts
- SAT/ACT Scores
- Essay/ Personal Statement
- Letters of Recommendation

3. File your FAFSA

- File at www.fafsa.ed.gov
- Follow up with your parents! Be sure they file their taxes early
- File your FAFSA after January 1st of your Senior Year
- Include the Colleges/Universities that you want to receive financial aid information

4. Confirm Your Intent to Enroll

- Pay Housing and Tuition Deposit (Be mindful of the deadlines and dates!)**
- Take your Placement Test(s)***
- Register for classes

**Don't make your guidance counselors find you for these documents! Once you've applied visit the guidance office and request your documents to be sent to the school.*

***Please be advised that if you live far away from college, you need to submit your housing deposit before the deadline in order to secure your spot in a residence hall.*

****Placement testing is done to see what level the students are in their Math and Reading. Most colleges will give placement tests.*