



College Counseling Calendar: Senior Year

⇒ All year:

- Make sure you are challenging yourself to take the most difficult coursework available to you and keep up good grades.
- Stay involved in extracurricular activities that you are passionate about.
- Sign up (on Naviance) to talk to college representatives when they visit ISM.
- Make visits to college campuses that you have a strong interest in. Plan an overnight in the dorm, if possible.
- You will have a ton of different logins and passwords to keep track of this year. Make special note of these as you create them and keep them in a safe place where they are easy for you to refer back to.
- Continue to keep in touch with Ms. Sprouse as you narrow down your list of schools, work through the application process, and finalize your plans for next year.

⇒ August/September:

- If you haven't already done so, create an "application appropriate" email address. Something simple and professional that offers a neutral or positive first impression.
- Edit and finalize your Common App essay.
- Write any supplemental and personal essays that may be required by colleges.
- Narrow down your list of colleges and decide which ones you will apply to. Remember to have at least one safety, match, and reach school.
- Research individual college's requirements on their website.
- **Create a master calendar to keep track of important deadlines and set goals for completion.**
- Decide if you will be applying to any college(s) Early Action or Early Decision.
- Register to take the ACT/SAT/TOEFL one last time (if needed).
- Take the ACT on September 9th (if registered).
- Register for the October 28th ACT (if needed) by the deadline of September 22nd.
- Register for the October 7th SAT/Subject tests (if needed) by the deadline of September 8th.
- **Sign and have your parent sign the transcript release form and return to Ms. Sprouse.**
 - **This is important!** It gives permission for ISM to send the following on your behalf once you have made the request on Naviance: transcripts, letters of recommendation, in-progress senior schedule, the school profile, the Secondary School Report for all common application schools and any other schools which require this report, and mid-term and final grades.
- Login to your Common App account that you created in the spring.
- Match your Common App account to your Naviance account (this will happen during advising).
- Follow-up with teachers regarding letters of recommendation- ask, remind, thank.
 - Submit official request on Naviance.
 - Remember to leave recommenders a minimum of two weeks to write your letter.
- **Meet with Ms. Sprouse to discuss your list of colleges, talk about where you are at in the application process, and make a plan for next steps.**

⇒ October:

- **Applying early? Keep a close eye on deadlines!**
- Take the SAT on October 7th (if registered).
- Take the ACT on October 28th (if registered).
- Register for the November 4th SAT/Subject tests (if needed) by the deadline of October 5th.
- Gather your letters of recommendation from your chosen teachers.
- Check into each college in which you are applying to see if they require the "College Scholarship Service" (CSS) Financial Profile and complete application; only if needed.
- Schedule interviews with any colleges that require or recommend them. Brush up on skills and practice, practice, practice!
- Continue to work on your applications during advising and at home. Submit as you complete them.
 - **Make careful note of what materials are required by each college.**
 - ACT/SAT/SAT Subject tests/TOEFL scores may need to be sent directly from the testing company to each college (research this).

- You must request your transcripts officially on Naviance. They are free to send but you must request that they be sent.
- Confirm with teachers that they have uploaded their letters onto Naviance and the Common Application teacher evaluation (also on Naviance).
- International students- note if a college needs you to complete a financial certification form as part of the admission process. Don't forget to submit your visa and home transcripts.
- Keep track of your applications and what you have completed on Naviance. This will also allow you to see if a transcript has been submitted on your behalf and help you to track all of your application materials.
- Most colleges have online application tracking systems. Always confirm receipt of all application materials through these sites to be sure the college has received all required documents. This is essential as technology glitches happen!
- Don't forget about applying for scholarships! (Remember to reuse essays! It will save you tons of time!).
- Submit your FAFSA (at <https://fafsa.gov/>) this month or in November. If you haven't already done so, get FAFSA IDs for both yourself and one of your parents (www.pin.ed.gov) before completing the FAFSA.
- Check colleges and universities for financial aid deadlines (especially CSS Profile deadlines).
- Questions about the FAFSA or financial aid? Contact Ms. Sprouse or the financial aid office at the colleges you applied to financial aid officer.

⇒ November:

- Finalize and submit your FAFSA if you have not already done so.
- Do schools you are applying for automatically put you into the running for merit scholarships? Double check and if it is a separate application, complete this early!
- Continue to strengthen your academic record by working hard in classes and studying hard for end of term exams.

⇒ December:

- If you applied early decision you will probably be receiving your decision this month. If accepted be sure to withdraw all other applications to any other colleges.
- **Plan to have all of your applications and materials submitted to admission offices by the time you leave for the holidays, at the latest.**
 - Even if a college is on rolling admissions or has a late deadline, it is to your benefit to submit all materials early!

⇒ January:

- Continue to research and apply for scholarships!
- Don't slide into the senior slump! Keep working hard!

⇒ February:

- Continue work on scholarships. The more you apply for, the more likely you are to receive an award.

⇒ March/April:

- Continue monitoring grades and working hard as you move into your final trimester of high school!
- Review your options of schools you have been accepted into. If you are between two or three options, use spring break to visit campus and find out more about what the college has to offer you and which will be the best fit.
- Questions about housing? Contact your admissions counselor or the housing office at your college. Get your deposit in early!

⇒ May:

- May 1st is Decision Day! This is the day you must commit to the one college you plan on attending in the fall. Send your deposit to only one college.
- **Stop. Breathe. Celebrate your decision!!!**
- Attend the ISM Graduate Panel to hear from past ISM graduates and learn about their transition to college.
- Study for and complete AP exams.
- Complete the senior exit survey on Naviance.

⇒ June:

- Graduate!
- Request final transcript be sent to your college
- Get ready to leave for college!