



Extraordinary Education. Timeless Traditions. Inspired Lives.

The following is a timeline for your reference adapted from a NACAC document (National Association for College Admissions Counseling)

### September/October

- Make sure you have all application materials required for college admission and financial aid. Write, phone, or use the Internet to request missing information. Use the Common Application website ([www.commonapp.org](http://www.commonapp.org)) for most private colleges as well as many public institutions including CU/Boulder, Colorado State University; and College in Colorado ([www.collegeincolorado.org](http://www.collegeincolorado.org)) for in-state colleges.
- Check on application and financial aid deadlines for the schools to which you plan to apply. They may vary and it is essential to meet all deadlines!
- Meet with Ceci to be sure your list includes colleges appropriate to your academic and personal record. Review your transcript and co-curricular records with her to ensure accuracy.
- Register for the October SAT Reasoning Test and/or SAT Subject Tests, and /or ACT if desired to take one more standardized test.
- If the colleges require recommendations, ask the appropriate people to write on your behalf. At least two (three is better) weeks before the due date, ask Ceci and teachers to write letters of recommendation/school report. If colleges are not on Common App, provide recommendation forms, and any special instructions. Be thoughtful!
- Write thank-you notes to those who write recommendations and keep them informed of your decisions.
- Requests for school reports are submitted to Ceci via a Student Instruction Sheet (purple form) for each school to which you are applying.
- Plan visits to colleges and set up interviews if offered.
- If possible, attend a regional college fair to investigate further those colleges to which you will probably apply.
- Submit applications to meet all deadlines.
- If applying for Early Decision or Early Action, send in your application by all posted deadlines, typically November 1 or November 15. Also prepare applications for back-up schools. Remember, if you are accepted under the binding Early Decision option, you are expected to enroll at that college and to withdraw all other applications. If you are NOT

accepted, you may not know until close to winter break, making it necessary to put back up plans in motion early.

- Submit financial aid information if requested/desired on early decision/action applications.
- Have official test scores sent by the testing agency (SAT or ACT) to colleges on your list at least two weeks prior to application deadlines. **(Very important detail!)**

### **December**

- Send an email update to the admissions representative of each school you have applied to, letting them know of accomplishments since your application was submitted.

### **March**

- Stay focused and keep studying – only a couple more months to go!
- Enjoy your final semester in high school!

### **April**

- Review your college acceptances and financial aid awards. Be sure to compare financial aid packages in your decision-making process.
- If you are positive you will not enroll at one or more of the colleges that accepted you, notify those colleges that you have selected another college. Doing this might enable those colleges to admit someone else.
- If you know which college you will attend, send your tuition deposit and follow all other instructions for admitted students, including requests for housing.
- You must decide which offer of admission to accept by May 1.

### **May**

- By May 1, decide on the one college that you will attend and send in your tuition deposit
- Notify the other colleges that accepted you that you have selected another college.
- BE PROUD – you have completed a difficult task.
- If your first-choice college places you on its waiting list, do not lose all hope. Some students are admitted off the waiting list. Keep the college updated on your activities and inform them of your strong desire for admittance.
- Take Advanced Placement examinations, if appropriate, and request that your AP scores be sent to the college you will attend.

### **June**

- Your final transcript will be sent to the college you will attend.
- Congratulations – you've made it through high school!
- Look for information in your email or the mail from the college about housing, roommate(s), orientation, course selection, etc. Respond promptly to all requests from the college.
- Best wishes from all the Denver JDS faculty and staff for a successful college experience.