



Senior Year College Counseling Checklist

Application Process

College Counseling Responsibilities:

- College Counseling will send official transcripts, letters of recommendation, school profile, and current courses to all the colleges your student applies to. We will also send first semester mid-year transcripts and final transcripts.
- College Counseling will read students' essays and provide feedback, comments, and suggestions.

Student Responsibilities:

- All other parts of the application should be reviewed by at least one parent.
- Students are responsible for reading e-mails from the colleges they apply to AND checking their status (application portal) with the colleges to find out if any items are missing.
- Students are responsible for submitting their applications and application fees.

Testing

College Counseling Responsibilities:

- Over 1500-plus colleges and universities have adopted a test-optional policy for the 2020-21 application cycle.
- Charlotte Country Day's CEEB code: 340666.
- Colleges do not prefer one test over the other; students may take the ACT and/or SAT and submit best scores to colleges.

Student Responsibilities:

- Contact Lauren Folger-Sweeting in ERP to apply for extended time; this is an application process, reviewed and decided by the testing agencies.
- Students are responsible for self-reporting or sending test scores from the testing agencies to the colleges.

College Visitors

College Counseling Responsibilities:

- All college information sessions will be virtual this fall.
- A comprehensive list of college visitors is posted on Naviance Student. It will also be posted on MS Teams, the Daily Bulletin, and BucsNet at the end of each week notifying seniors and juniors of the following week's visitors.

Student Responsibilities:

- Students must get permission from their teachers 24 hours prior to the virtual college visit.
- If your student is not able to participate in a scheduled virtual meeting with a college representative, let College Counseling know and they will provide the student with contact information.

Interviews

- Some colleges offer individual interviews. Public universities typically do not. Some colleges offer alumni interviews in Charlotte. Your student should interview whenever possible (and when comfortable doing so).
- College Counseling has interview tips and a list of questions that students may be asked, which we can provide your student prior to an interview.
- Alumni interviews are generally casual conversations, however, the alumnus completes a report after the interview to submit to the admissions office, so it is best for students to be prepared.

Student Responsibilities:

- Students are responsible for setting up virtual interviews where available. For alumni interviews, once the student has submitted the application, he/she will hear from the local alum about setting up the interview. It is a good idea to send the interviewer a thank you note afterwards—either e-mail or hand-written.
- Students/parents are responsible for scheduling all virtual college opportunities; for example, an information session, a tour of the campus, or an interview, if available. See college admissions websites for virtual information.

Early Decision/Early Action

- College Counseling advises your student on the best strategy of when to apply to different colleges.
- It's always ideal to apply to at least one Rolling or Early Action school (non-binding); receiving an early acceptance to a college helps the student feel confident.

College Athletics

College Counseling Responsibilities:

- College Counseling will send transcripts to the NCAA Eligibility Center, but **students must first register** (<https://web3.ncaa.org/ecwr3/>). A student-athlete will not “clear” until they have completed both semesters of 12th grade English.
- College Counseling will work with the CCDS athletic coaches to communicate with college coaches and admissions reps; College Counseling will send transcripts to college coaches when requested.

Student Responsibilities:

- Students are responsible for sending test scores to the NCAA Eligibility Center.

Communication with Colleges

College Counseling Responsibilities:

- College Counselors visit colleges individually, with counselor groups, and serve on advisory boards.
- We maintain long-standing relationships with admissions professionals around the country.
- We establish and maintain relationships with our regional area representatives.
- We advocate for our students with our reps. We do not get your student into college; **your student gets him/herself into college!**

Advice on Everything College

- Applying to college is a collaborative process—communication is important!
- We will give your student advice on how to show demonstrated interest with colleges.
- We will work with your student on essays.
- We will give advice to your student about how to best present him/herself in the applications.
- We will help your student find a good fit—academically, socially, financially.
- We will help you and your student with the personal journey through the college admissions process.
- We will talk with you about your student and their process; we will not talk about other students with you.
- Your child is unique. Try not to compare his/her process with anyone else's. Try to filter the many conversations about college that you will be involved in this year and stay focused on your child. Most importantly, support your son or daughter through this process—celebrate the successes and lift them up when it is needed.

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