COLLEGE & CAREER PLANNING CHECKLIST FOR JUNIORS

- ❏ **1.** Meet with your school counselor at least twice a year to make sure your courses fit the program you wish to follow through high school.

- ❏ **2.** Check out links [Launch Your Plan](#) and [Get There Florida for Career & Technical Education](#)

- ❏ **3.** Take the PSAT if you didn't take it as a sophomore and/or if you would like to take it again.

- ❏ **4.** Attend the Sarasota/Manatee Fall College Fair if available.

- ❏ **5.** Attend meetings with college representatives at your high school and plan follow-up campus visits to the colleges in which you are most interested.

- ❏ **6.** Talk with your counselor about the advisability of SAT/ACT preparation courses.

- ❏ **7.** Plan to take the **SAT** Reasoning Test and/or **ACT** college entrance exams.

- ❏ **8.** Students please note: AP, SAT and/or ACT scores are not included on high school transcripts. When you register to take a college entrance exam, make sure to identify the post- secondary institutions that you would like to receive copies of your test scores. You will be able to identify up to four at no charge, and any requests beyond this number will result in a minimal fee. The testing organizations (College Board and/or ACT) will send the test results directly to the schools that you have identified.

- ❏ **9.** If your prospective colleges require SAT Subject Tests, work with your counselor in planning the best time to complete these tests.

- ❏ **10.** Review your progress towards meeting the eligibility criteria for the Florida Bright Futures Scholarship Program (SAT/ACT, 100 hours community service)

- ❏ **11.** Complete the JROTC cadet portfolio, profile, college and career plan.

- ❏ **12.** Complete 25 hours of community service. Logs located in the main office. Submit to the registrar. You will need **75 to graduate and 100 for Bright Futures Scholarship.**

- ❏ **13.** Search for scholarships at https://launchyourplan.com/scholarships/

Sample Timelines For Future Planning

Aug-Dec	Discuss college/career options with your family. ATTEND College Night First meeting with your counselor to plan your academic program for your Senior year. Discuss course options and college requirements.
Jan-Feb	Second meeting with your School Counselor ASVAB test for College and Career Planning
March-June	Begin to gather supporting data for your college or job applications and seek recommendations. Attend College Fair (if available) Gather data from various schools. Visit colleges or vocational sites. Take the SAT and ACT. Discuss which SAT subject tests (if any) to take in June. Review application process and instructions for your colleges. Visit Colleges
Summer	Visit Colleges. Obtain applications for private colleges and out of state colleges.

How to Register for the ACT and SAT

The SAT registration information may be found at www.collegeboard.org
The ACT registration information may be found at www.ACTstudent.org
Sarasota Military Academy's CEEB CODE IS: 101772

Check these sites for the current test registration deadlines and test days.
Complete the application and registration fee **before** the registration deadline and print the admission ticket. Some colleges require official scores from the ACT, SAT I and SAT II be sent directly to them from either CEEB for SATs or from American College Testing for ACTs. If you have an idea of possible choices for colleges at the time you register for either of these tests, you should request your scores be sent to those schools.

COLLEGE APPLICATION PROCESSING PROCEDURES

Teacher Recommendations: Most colleges require teacher recommendations. Ask teachers to write letters early (at the end of the Junior year, if possible). Students who are using the Common Application should also request a recommendation letter electronically through the common app.
Common Application Online: To complete the common application, go to www.commonapp.org and create an account. You will fill out the main part of the application, plus a supplement page for each college.