

## College Research Worksheet



Prior to submitting a college application, you need to research the various college options you have available. During your research, there are three important things for you to consider: fit, match, and cost. This worksheet will help you think through each of them:

Does the college **fit** with your preferences? There are several factors to consider in regard to fit such as the size of the school, the location of the school, and services available on campus. Also, it is important to consider the college's graduation rates and retention rates (the number of students who return to school for their second year) when researching what a college has to offer you. Finally, does the school offer your major? If you're not sure what you'd like to major in, visit ACT Profile ([www.act.org/profile](http://www.act.org/profile)) to explore and learn more about careers and majors that align with your interests and talents.

Does the college **match** with your academic record? For this, you'll need to understand how your high school grade point average (GPA), your college entrance exam scores (SAT and/or ACT), and the courses you've taken in high school match to the college's entrance requirements AND to the average GPAs and scores of students admitted. Keep in mind that what a school requires could be different from the averages of who they admit. You should plan to apply to multiple schools and should include at least one of each of the following types of schools:

- Reach School – this does not mean out of reach, it just means that the school may be more selective (look at the percent of applicants admitted) and your academic record may be on the lower end of what the college typically accepts. In other words, you *may* be admitted to this school
- Match School – typically, at a match school, your academic record will be similar to the “average” student admitted to this school. In other words, you are *likely* to be admitted.
- Safety School – a safety school will usually have either open enrollment (meaning anyone who submits a completed application is admitted) or will be considered a “less selective” institution. Your academic record will exceed the institution's requirements and averages for students admitted. In other words, you will almost *definitely* be admitted.

Finally, it is important for you to understand the **cost** of the institutions to which you would like to apply. Keep in mind that the “sticker” price of a college may be very different from the “net” price of a college after you consider the amount of aid that is typically available to students.

Use the worksheet below to think through what type of college you would like to attend. The worksheet will also ask you to detail your academic record by providing information on the various academic indicators that many colleges consider during the application review process. If you're unsure of any of the information requested, be sure to work with your school counselor so you have the most accurate information possible.

After the worksheet you will find a table that you can complete with information specific to the colleges you are researching. Remember, you should plan to apply to at least one reach, one match, and one safety college. Go to [College Planning Tool and Website] to conduct your research.

Use the completed tables to help you identify what colleges you would like to apply to!

## Identifying Your College Fit

### LOCATION

Where would your ideal college be located (circle one)?

In-state                      Out-of-state                      Either

How important is location to you (circle one)?

Very important                      Important                      Not Important

### TYPE OF SCHOOL

In what kind of setting would your ideal college be (circle one)?

Rural                      Suburban                      Urban

How important is setting to you (circle one)?

Very Important                      Important                      Not Important

How big would your ideal college be (circle one)?

Large                      Medium                      Small

How important is size to you (circle one)?

Very Important                      Important                      Not Important

### SUPPORT SERVICES

What services would be available on your ideal campus (circle all that apply)?

Tutoring	Employment Services
Career Counseling	Academic Support Services
Minority Student Services	Disability Services

What other things are important to you at your ideal college? Things to consider are what you want to major in; whether the campus is co-ed or single gender; the diversity of the campus; whether students live on-campus or if a majority of students are commuters; etc. Use the space below to identify any other characteristics your ideal college would have.

## Your Academic Record

If you don't know some of this information, check with your school counselor!

My grade point average is: \_\_\_\_\_

By graduation, how many years of the following classes will you have taken?

My SAT Reading score is: \_\_\_\_\_

English \_\_\_\_\_ Science \_\_\_\_\_

My SAT Math score is: \_\_\_\_\_

Math \_\_\_\_\_ Art \_\_\_\_\_

My SAT Writing score is: \_\_\_\_\_

Social Studies \_\_\_\_\_ History \_\_\_\_\_

My ACT Composite score is: \_\_\_\_\_

Foreign Language \_\_\_\_\_ Electives \_\_\_\_\_

**Instructions:** Go to [College Planning Tool and Website]. There, you can search for colleges that “fit” and “match” the information you completed on the previous page. Be sure you keep in mind what characteristics are important to you in regard to fit! Or, search for a specific college to which you think you would like to apply to learn more about them. For each college, complete this table to determine if the college is a good fit and match for you and whether the costs seem reasonable based on your anticipated resources.

Name of College: \_\_\_\_\_

**FIT**

Location of college (City, State)		4-year or 2-year?	
Size of college		Public or Private?	
Number of undergraduate students		Co-ed? Women only? Men only?	
Setting of college		Students live on campus or commute?	
Do they offer my major?	Yes      No	Diversity of campus	
Percent of students that return sophomore year		Graduation Rate	
What services are available on campus that are important to me?			

How well do you think this college fits your preferences?    Excellent Fit    Good Fit    Okay Fit    Somewhat of a Fit    Does not Fit

**MATCH**

How selective is this college?		Have I taken the required high school courses?	Yes	No
Percent of applicants admitted?	%	Percent of students with my SAT score		%
Percent of students with my GPA	%	Percent of students with my ACT score		%

Comparing my academic record to this college, this would be a **Reach, Match, or Safety** college for me (see definitions above)? \_\_\_\_\_

**COST**

Total estimated cost to attend	\$	Percent of need met	%
My calculated net price	\$	Percent of need met through scholarships/grants	%
Percent of freshmen with need who received aid	%	Percent of need met through loans	%

I plan to apply to this college:    Yes      No

If Yes, Application Deadline:

## College Application Worksheet



**Instructions:** Students, complete this College Application Worksheet and bring it with you on the day of your school's College Application event. You may need to ask your family, school counselor, or another adult you trust to assist you in answering all of the questions. Be sure to keep this information in a safe place given the personal information included.

### Top Three Colleges and Universities you Plan to Submit an Application

Prior to participating in your school's College Application program, you should do some research on the schools to which you plan to apply. Use the worksheet below to keep track of the information you learn during your research on your top three colleges and universities.

**1. Name of College:**

Is an essay or personal statement required to apply? If so, note the prompt so you can draft a response!:

Deadline for application:

Cost to apply:

Payment option:

SAT and/or ACT required?

Recommendation letter required?

Deadline for scholarship or institutional financial assistance:

**2. Name of College:**

Is an essay or personal statement required to apply? If so, note the prompt so you can draft a response!:

Deadline for application:

Cost to apply:

Payment option:

SAT and/or ACT required?

Recommendation letter required?

Deadline for scholarship or institutional financial assistance:

**3. Name of College:**

Is an essay or personal statement required to apply? If so, note the prompt so you can draft a response!:

Deadline for application:

Cost to apply:

Payment option:

SAT and/or ACT required?

Recommendation letter required?

Deadline for scholarship or institutional financial assistance:

It is strongly recommended that you write your essays and personal statements well in advance of your school's College Application event. Your English teacher, school counselor, and other adults you trust are good resources to assist you in getting your essays to a final version. You should bring a final, proofed, electronic copy of your essays and/or personal statements on a flash drive to the event. If flash drives are not allowed on your school computers, talk to your school counselor before the College Application event about how you can access these documents while applying.

### Test Scores

Many applications for college admission will request information related to tests that you have taken. Use the worksheet below to list the scores for tests you have already taken. If you have not yet taken the SAT or ACT and the school(s) you are applying to require them, speak with your school counselor about upcoming test dates – you will need to take at least one of these college entrance exams soon! Most colleges will also require an “official” score that is sent by College Board (SAT scores) or ACT (ACT scores). Talk with your school counselor about how to do this.

#### SAT

##### Test #1:

Date Taken:

Total Score:

Critical Reading Score:

Mathematics Score:

Writing Score:

##### Test #2:

Date Taken:

Total Score:

Critical Reading Score:

Mathematics Score:

Writing Score:

#### ACT

##### Test #1:

Date Taken:

Total Score:

Critical Reading Score:

Mathematics Score:

Science Score:

Writing Score:

##### Test #2:

Date Taken:

Total Score:

Critical Reading Score:

Mathematics Score:

Science Score:

Writing Score:

### Extra-Curricular Activities

Some applications request information related to the activities that you participate in outside of your high school classes. This could include clubs, organizations or any other activity that you want to share with the college. List your activities below, including the year(s) you participated and if you held a position or received an award related to the activity.

#### Activity 1:

Years Participated:

Leadership position held:

Awards:

#### Activity 2:

Years Participated:

Leadership position held:

Awards:

#### Activity 3:

Years Participated:

Leadership position held:

Awards:

#### Activity 4:

Years Participated:

Leadership position held:

Awards:

#### Activity 5:

Years Participated:

Leadership position held:

Awards:

### Personal Information

Many colleges will ask you to provide information related to your residency and citizenship. You may need to provide the following information when completing your application. If you are uncertain about an answer, your parent or guardian may be able to help.

- 1. Social Security Number (SSN)** (This is needed to get your FSA ID which you will register for after you apply to college during the College Application event. Some colleges may also require this on their application.):
- 2. Place of Birth**  
City:  
State:  
Country:
- 3. County of Residency:**
- 4. Have you ever lived outside of [State's Name]?**  
If yes, how many years have you lived in [State's Name]?  
When did you move to [State's Name]? (this may be your birthdate)  
You may also need to provide your address(es) for the last five years on the application.
- 5. Citizenship Status** (circle one)  
US citizen          Permanent Resident Alien          Nonresident Alien          Other
- 6. Did your parent(s)/guardian(s) pay state income taxes last year?**      Yes      No  
If Yes, in which state?
- 7. Do you have a parent or guardian who is currently on active duty in the military?**  
Yes      No
- 8. Employment Information:** List any employment you have held for the last two years, including dates. It would be good to include volunteer information here as well:

Employer:	Dates Employed:

### College Application Information

Many colleges will ask for information regarding your college plans. You may be asked what subject area you intend to major in and for which term you are applying. Be sure to do research prior to your school's College Application event regarding whether the colleges you are interested in have the major you want to study. If you don't know what you want to study, that's okay! You can work with your school counselor while you're still in high school to do career exploration. ACT Profile ([www.act.org/profile](http://www.act.org/profile)) provides personalized college and career exploration to help. There will also be resources on college campus to assist with this as well. If you don't know the subject area in which you want to major, you can likely apply with "undecided," but do your research before the College Application event to make sure that is an option at the schools to which you plan to apply. Regardless, you can also change your major once you are enrolled in college too.

**Intended Program or Major:**

**Term for which you are applying** (for most graduating seniors, this will be fall enrollment following your graduation from high school):