

College Application Tracker

Use this form to note the dates you've completed each task in the application process. It will help you remember what you've already done and what you still need to do.

APPLICATION

	College 1	College 2	College 3	College 4
Made copies of all application materials	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Signed and submitted application (online or paper)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Requested transcript sent	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Paid application fee	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sent additional materials if needed	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Confirmed college received all materials	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gave counselor (or school official) midyear school report	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

TEST SCORES

Took entrance exam	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Had test scores sent	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Had additional required test scores sent (SAT Subject Tests™, AP® Exams, etc.)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

RECOMMENDATION LETTERS/FORMS

Gave teacher(s) form for recommendation	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Provided teacher(s) with helpful information (i.e., résumé, deadlines)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gave counselor (or other school official) secondary school form	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Wrote thank-you notes to recommenders	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

ESSAYS

Completed first draft of essay	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Had two people proofread essay	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Revised and submitted essay	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

