

Liberty Common High School

Senior Checklist



Early Fall

- Check your email regularly – and read all emails from the LCHS College Center.
- Use the following sites to research colleges:
 - [Naviance](#), www.collegedata.com, <https://bigfuture.collegeboard.org/>, www.collegeexpress.com
- Take final ACT/SAT/SAT Subject Tests
 - All colleges take the ACT or SAT or may be test optional; check for subject test requirements
 - Request ACT/SAT fee waivers if you meet eligibility requirements
 - Here is a list of colleges that are test optional www.fairtest.org
- Utilize all aspects of [Naviance](#):
 - Complete a college search.
 - Be sure to document all activities/involvement that can be used for colleges and scholarship applications:
 - Record all 9-12th grade extracurricular activities, volunteer hours, and employment.
 - Record hours per week and weeks per year for each activity.
 - **Complete your Naviance Teacher/Counselor Letter of Recommendation Form** (listed under “about me” > surveys).
 - **Request Letters of Recommendation through Naviance:** one or two teachers and counselor
 - Search college sites for scholarships.
- Review the **LCHS Scholarship List** and create a personalized list of scholarships. See Mrs. Campbell.
- Visit college campuses.
- Attend local college fairs and college planning events.
- Narrow down your college list (Reach, Probable, Foundation).
- Create an organizational system to keep track of college and scholarship application deadlines and details.**

Early Fall (September-October)

- Make an appointment with Mrs. Campbell for your Senior Meeting.
- Decide how you will apply to each school on your list: Early Decision, Early Action, or Regular Decision.
- Know the essay prompts for each college you’re applying to and begin drafts.
- Update your Naviance account with “college I’m applying to.”**
- Begin college applications (Institutional applications, Common Application, or Coalition).
- Link your Naviance and Common App accounts if using the Common App.**
- Advocate for yourself and ask questions.

Fall (October-December)

- Parents and students should be familiar with Federal Financial Aid by reviewing the website in detail.
 - [Free Application for Federal Student Aid \(FAFSA\)](#)
 - [Register for your FAFSA FSA ID](#) (students and parents)
 - Prepare tax information in order to complete the FAFSA
- The FAFSA is available in December.** Be sure to complete before your college’s financial deadline (Jan-Mar).
- October 17-20- Free Colorado Application Days.** Visit the College Center.
- Request your transcript on Naviance. See Mrs. MacKenna.**
- Send ACT/SAT scores to colleges that require them through the ACT/SAT score reporting websites.**
- Finalize your college application essays and have Mrs. Campbell review.
- Familiarize yourself with the [CSS Profile](#) if it is required by any of the colleges you’re applying to.

Winter/Spring

- Watch for the PSD Scholarship Packet** (usually available in mid-January).
- Make sure to complete your housing application if you have decided where you are attending.
- Watch for your **FAFSA Student Aid Report (SAR)**. Review and correct if necessary.
- Receive and compare college financial aid award packages. Contact colleges with any questions. If you were not awarded enough money to attend your top choice school, let them know. Ask if there are additional scholarships you can apply or qualify for. Advocate for yourself!
- Update your Naviance with your college decisions: Admitted, Denied or Waitlisted.

May

- May 1st is College Decision Day.** You must commit to a college by May 1st and notify all colleges of your decision.
- Wear your college gear on May 1st – let's celebrate 9th hour for Root Beer Floats!
- Take **AP Exams** and request AP scores be sent to the college you will attend.
- Send your CU Succeed transcript to your choice college for credits.
- Request Final Transcripts**
- Take the Senior Exit Survey in Naviance**
- Senior events:
 - LCHS Awards/Scholarship Night
 - Senior Checkout – Seniors passing a class with an 85% or higher are exempt from the second semester final exam if scheduled during finals week.
 - **Graduation! You did it!**

Financial Aid and Scholarships:

- Research scholarship opportunities at your top choice colleges.
- Review the scholarship list with Mrs. Campbell to know which scholarships you qualify for.
- Register with the [Colorado College Opportunity Fund \(COF\)](#) if you might attend college in Colorado.
- Research colleges participating in the [Western Undergraduate Exchange \(WUE\)](#). If qualified, students may enroll in a 2-or 4-year college and pay only 150% of in-state tuition as an out-of-state student. The states that participate are as follows: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, and Wyoming.
- Familiarize yourself with the [FAFSA: Free Application for Federal Student Aid](#). Families are highly encouraged to submit the FAFSA regardless of their financial situation.
- Familiarize yourself with the [CCS Profile](#). The CCS Profile is used by [these colleges](#) in their financial aid process.

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(CEEB Code: 060607)
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