

SHS JUNIOR-SENIOR YEAR 12 MONTH COLLEGE

CHECKLIST

The SHS Counseling Office takes pride in working to shepherd all students through their individual college admissions experience. Although students do not all follow the exact same time line or path, by participating in the following comprehensive program design and working closely with your school counselor, students and parents will best be able to navigate the year ahead.

December = Gathering information and engaging in your process.

_____ **Attend College Night for Juniors at SHS.**

_____ Review your full PSAT score report online through the code sent to student e-mail accounts. If an e-mail address was not provided at the time of testing, you can view a score summary through your Naviance account. For students who did not provide an e-mail address at the time of testing, a notification will be sent to parents and guardians as to when College Board student codes are available for student pick-up in the counseling office.

January = Creating a plan.

_____ **Your counselor will send you an invitation for a formal Junior Conference.**

_____ Discuss with your teachers appropriate course selections for senior year.

_____ Plan your spring standardized testing schedule (SAT, ACT and/or Subject Tests).

_____ Begin your junior questionnaire in Naviance.

_____ If interested, attend the Gap Year Fair at Scarsdale HS.

_____ **Attend Curriculum Night at SHS.**

February = Choosing senior year courses.

_____ Students meet with your counselor to select your senior year courses and review your credits towards graduation.

_____ Ensure senior year course selection aligns with potential areas of study.

_____ Register for the March SAT if you plan to test on this date.

_____ Consider visiting one or two college campuses over President's Day weekend.

_____ If considering a summer enrichment program, review options noted in Naviance, and visit the College and Career Center for more information.

March = Identifying priorities, wants and needs.

_____ Make sure you know your social security number for tests, employment, college applications and financial aid.

_____ **Attend the College and Career Roadmap program at SHS.**

_____ Register for the April ACT if you plan to test on this date.

_____ If registered and prepared, take the March SAT.

April = Visiting college campuses and doing research.

- _____ Visit college campuses during spring recess.
- _____ Register for the May SAT, or SAT Subject Tests if you plan to test on this date.
- _____ **Parents and students attend the College and Career Night at Fox Lane HS.**
- _____ If registered and prepared, take the April ACT.

May = Continuing campus visits and research.

- _____ If registered and prepared, take the May SAT or SAT Subject Tests.
- _____ AP and IB exams are administered, if applicable.
- _____ Students attend the modified start presentation on the college essay at SHS.
- _____ Register for the June ACT, SAT or SAT Subject Tests if you plan to test on this date.

June = Narrowing the list and eliminating options.

- _____ Review your academic record and ensure progress towards graduation. Your cumulative record at the end of junior year is what constitutes the transcript with which you will be applying.
- _____ If registered and prepared, take the June SAT, ACT or SAT Subject Tests.
- _____ **Attend Pre-Summer College Night at SHS**
- _____ Ask two current teachers if they would be willing to write college letters of recommendation on your behalf. Check Naviance to see how many teacher letters are required at the colleges to which you plan to apply.
- _____ Register for the July ACT if you plan to test on this date.

July/August = Working towards returning to school with a completed first draft of the essay and the Common App complete.

- _____ Continue to research colleges and universities.
- _____ Visit college campuses.
- _____ Work on your college essay.
- _____ Check and verify your transcript in the Campus Backpack.
- _____ Begin scholarship searches.
- _____ Complete as much of the Common Application as possible.
- _____ If not already completed, finish your Junior Questionnaire in Naviance
- _____ Register for the PTSA essay writing workshop (fees apply).
- _____ If registered and prepared, take the July ACT.
- _____ Register in July for the August SAT if planning to test on this date.

September = Realizing that in addition to your senior year schedule, you have another course entitled “AP Applying to college”!

- _____ Complete your main essay and begin any supplemental essays.
- _____ Request any additional teacher letter you may need in Naviance (after a verbally accepted request), and follow up as needed with letters requested in June.
- _____ Students complete Common App and Naviance matching program with counselors.
- _____ **Attend Senior College Night.**
- _____ **Students attend Mock College Interview Night.**
- _____ Attend student/counselor check-in meeting.
- _____ Work at your courses with an understanding that senior year grades matter a great deal.
- _____ Begin meeting with college representatives and attending application workshops as appropriate in the College and Career Center.

October = Submitting EA, ED and Rolling applications.

- _____ Individual student/counselor check-in meetings continue.
- _____ Set up individual appointment to process first completed transcript request form. (Note that this must be no less than ten school days prior to your deadline.)
- _____ Send official standardized test (SAT or ACT) score reports to any college to which you apply.
- _____ Attend the Northern Westchester College Conference at Yorktown HS.
- _____ Complete the FAFSA online, and if required, the CSS Profile.

November = The waiting game begins!

- _____ **Attend Financial Aid Night for any last minute FAFSA tips.**
- _____ **Attend the NCAA Evening Program at SHS.**
- _____ Complete a first quarter grade request form if you want those grades sent to colleges. Note that first quarter grades are sent upon student request, but mid-year grades go to all colleges automatically.

December = Answers begin rolling in.

- _____ EA, ED and some rolling applications admissions decisions will begin arriving either via e-mail or paper. Note that some rolling decisions may arrive even sooner than this.
- _____ Keep your counselor informed of all decisions as they arrive.
- _____ For EA and rolling acceptances, students have until May 1, to make a decision as to where to deposit (one school).
- _____ Plan final visits to colleges to which you’ve been accepted and seriously considering.
- _____ File any outstanding applications prior to the middle of the month to ensure school materials can be sent before the holidays.
- _____ Plan to finish the year strong. Colleges receive your final transcript as well. All acceptances are contingent upon your finishing by a similar standard by which you were accepted. It’s also a good habit to continue good work, as senior slumps often translate to freshman year work habits.