



# Villa Joseph Marie High School

College Process Timeline

Class of 2025

# Timeline

Junior Year (Spring)

Rising Senior (Summer)

Senior Year (Fall)

Senior Year (Winter/Spring)

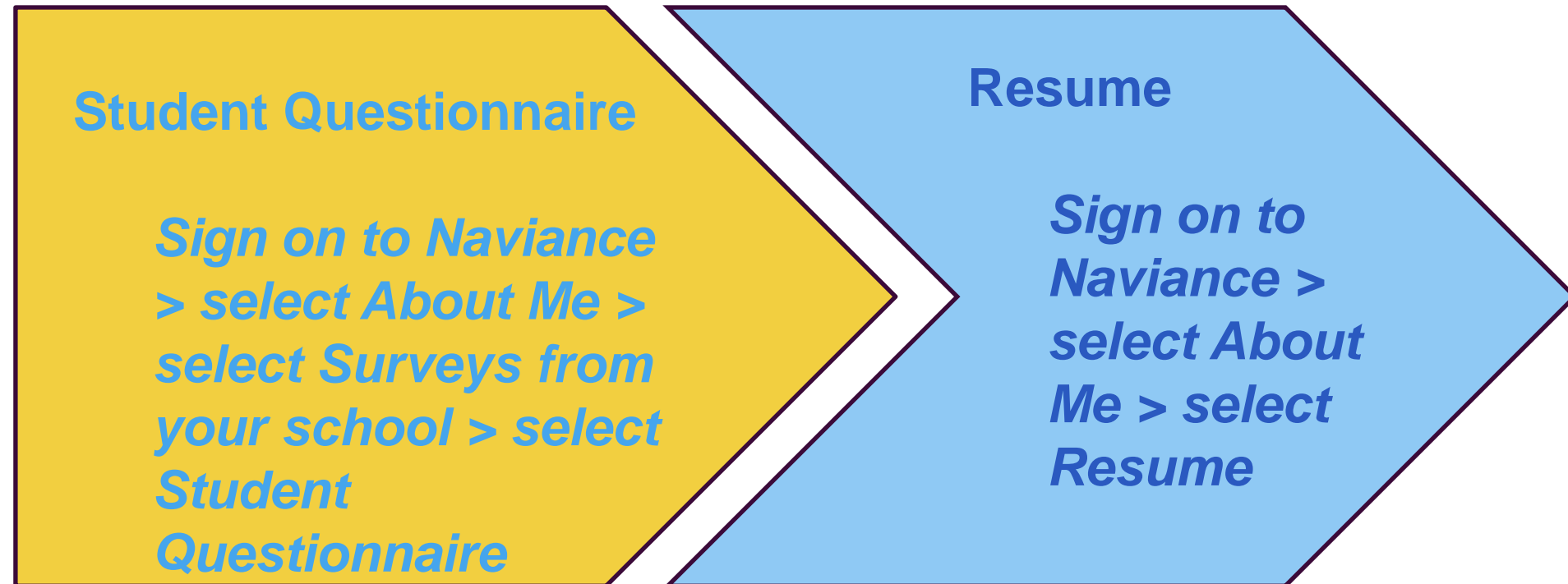


# Junior Year (Spring)

Select	Register	Search	Write
<ul style="list-style-type: none"><li>• Select and speak to teacher to request recommendation letter</li><li>• Complete Teacher Recommendation Form</li><li>• Request teacher on Naviance</li></ul> <p><i>Naviance &gt; select Colleges &gt; select Letters of Recommendation &gt; select from drop down list of teachers and request</i></p>	<ul style="list-style-type: none"><li>• Register for an ACT and/or SAT Test</li><li>• Collegeboard.org (SAT)</li><li>• ACT.org (ACT)</li></ul>	<ul style="list-style-type: none"><li>• Begin a Scholarship Search</li><li>• Fastweb.com</li><li>• Canvas</li></ul>	<ul style="list-style-type: none"><li>• <b>Review Common Application Essay Topics</b></li><li>• Commonapp.org/essay</li><li>• Write an essay in English class</li></ul>



# Complete Student Questionnaire and Resume





- **Add colleges to your ‘*Colleges I am thinking about*’ list on Naviance**
- **Meet with your school counselor to discuss college plans**
- **Visit Colleges**
  - **Sign up for formal tours or if touring on your own, check in with the Admissions Offices on campus**
- **Beginning August 1, Create a Common App account and begin filling out an application for the 2025-2026 school year (your freshman year in college)**
- **Update your ‘*Colleges I am thinking about*’ list on Naviance**
  - **Remove schools you are no longer interested in attending**



# Senior Year - During the Fall

Continue registering for ACT/SAT testing

Sync your Common App and Naviance accounts so that all schools listed on Common App are transferred to Naviance. Villa sends out supporting documentation through Naviance.

*Sign on to Naviance – select Colleges – select Colleges I am applying to – follow prompt that appears on the page to sync both accounts*

If applying to colleges NOT on the Common App, please add to 'Colleges I am applying to' page on Naviance

*Sign on to Naviance – select Colleges I am thinking about – add the school – check box to highlight – select transfer to application list*



# Transcripts

- Transcript Authorization Form
  - This form gives Villa permission to release your academic records.
  - Once submitted, students will have the ability to request transcripts in Naviance
- To request a transcript, select 'Colleges I am applying to', then select 'Request Transcripts'
  - Once a transcript is requested, recommendation letters, forms and school profile will be sent as well
  - Not all transcripts have to be requested at once. Request a transcript once you have applied
  - Students can check on their requests by: *Signing on to Naviance – select Colleges – select Colleges I am applying to – select Manage Transcripts*
- **ALL transcript requests need to be made 14 days prior to your earliest deadline.**



# During the Fall

- Visit with College Representatives on Villa's campus
  - schedule is on Naviance, Villa calendar, posted at school
- Complete college essays
- Continue visiting colleges if needed
- Complete financial aid forms:
  - FAFSA (fully available 12/1/2024)
  - CSS Profile (not all schools require; available 10/1/2024)
- Complete FAFSA and CSS Profile (if needed) by college designated deadlines





# Financial Aid Night



**OCTOBER 2ND IN THE PAC  
AT 7:00PM**



**JOE ALAIMO, FINANCIAL AID  
ADVISOR FROM GWYNEDD  
MERCY UNIVERSITY**



**COVERING FAFSA, CSS  
PROFILE, AND OTHER  
SOURCES OF FINANCIAL AID.**



# Senior Year – Winter/Spring



Villa sends mid-year transcripts to all colleges on behalf of student applicants



Finish any financial aid forms (FAFSA and CSS Profile) and submit



Continue scholarship search and applications



Review Acceptance and Financial Aid Offer Letters as they come in

Please send ALL acceptance and merit award letters to [vjm counseling@vj mhs.org](mailto:vjm counseling@vj mhs.org)



Attend Accepted Student Days at your accepted schools



# Senior Year - Spring

**Submit your  
decision and  
deposit by May 1**

Decide on college  
attendance and  
notify other  
schools (where  
you have  
been accepted)  
that you will  
decline their offer

Update Naviance  
with your  
'Attending  
College'

Villa will send your  
Final Transcript to  
your attending  
college by end of  
June 2025



# Contact Information



- **Mrs. Anne Perez, Director of Counseling**  
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215-357-8810 ext. 118
- **Mrs. Linda Smith, College and School Counselor**  
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- **Ms. Paige McCloskey, College and School Counselor**  
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- **Mrs. Teresa Smeraglio, Counseling Assistant**  
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