BHS JUNIOR COLLEGE PLANNING CHECKLIST

Name: _____ **Date:** _____

GPA: _____ **Class Rank:** _____

SAT: RW _____ **M** _____ **ACT Composite** _____

Possible Major(s):

_____

1.____ Review Transcript for all graduation requirements.

2.____ Produce your best possible academic record:

★ Earn the best grades that you can for the remainder of this year!

★ Prepare a challenging schedule for your senior year.

★ Get involved in extracurricular activities and community service that you enjoy.

3.____ Review AP scores by college name at Collegeboard.org and search for AP credit policy

4.____ Decide if you are taking one of these tests *(Check college websites for testing requirements)*:

SAT: May 3rd (at BHS) or June 7th (at BHS): Register at sat.org.

ACT: April 5th or June 13th at (BHS): Register at act.org.

➔ *ALSO:* Check out fairtest.org for a list of schools that are "Test Optional."

5._____ **Use Naviance for college planning and application preparation**

User Name: _____ Password: _____

1. Colleges> Home> Supermatch
   a. Enter the *Choose Fit Criteria* at the top of the page for your search.
   b. Explore each school by clicking on the school name. Check out the overview and admissions tabs.
   c. **Click the heart under the college name to add it to your *Colleges I'm Thinking About* list.** By Senior year, 6-8 schools should be on this list: Include target, safety, and reach schools
2. Colleges>Colleges I'm Thinking About
   a. Add, edit, or delete any colleges of interest on this list. Select the red "+" button to add a college by name.
3. About Me>Home
   a. **Complete the Brag Sheet** A detailed counselor evaluation is created from this.
   b. Additional resources: You can also look under the *My Postsecondary Plans* section to be sure you have completed the *Game Plan* and *Career Interest Profiler* in years prior. At the top of the page you will also see a *Resume* link. Select the red "+" button to build your Resume.
4. Decide which two **academic** teachers you will ask to write your letters of recommendation (by spring).
   a. Ask them via email/In person
   b. If they agree, provide them with the completed BHS Teacher Recommendation Request Form
   c. Add them in Naviance as a Teacher Recommender (*Colleges>Home>Letters of Recommendation*).
5. Update your email in Naviance to your personal email account. This is very important and required to maintain communication outside of the Butler School District.

6.____ Playing a college sport? The NCAA is the governing body for around 1200 schools. Conversely, the NAIA consists of 300 schools and 13 sports. The NAIA is a smaller association than the NCAA, with just over 60,000 students. It includes two divisions (Division I and II) and Division I in the NAIA is comparable to Division II in the NCAA. Are you interested in collegiate athletics? **NOTE:** You must register with the NCAA Clearinghouse for Div I or II at eligibilitycenter.org. For NAIA you can search for participating schools here and you must also register through their eligibility center at PlayNAIA.org.

7._____ Start or continue attending virtual college tours and visits. If possible, utilize your spring and summer breaks to visit colleges that interest you.

8.____ Become familiar with each college's webpage.

A. Key things to research:
   a. Admission requirements
   b. Application deadlines specific to your application year
   c. Is this school test optional? If it's not, are SAT subject tests or essays required?
   d. Do they accept the Common App?
   e. What is the deadline to be considered for the most amount of scholarship/financial? Is there a separate scholarship application?

9._____ Research Application essay topics and begin to brainstorm ideas for your essay(s).

10._____ Apply to underclassmen scholarships (found in Naviance in the *To-Do List*) and then click on Colleges>Scholarships and Money> Scholarship List to see what scholarships are coming up.

11._____ Students who rank in the top 15% of their class at the end of their junior or senior year may be eligible for NJ STARS. A scholarship program that covers the cost of tuition at New Jersey's 19 community colleges. NJ Stars Info Sheet. (This sheet will be updated for the class of 2027 in the Fall).

IDEAS FOR STAYING ORGANIZED

- ★ Create a PROFESSIONAL email account specifically for communicating with college representatives, and then check it regularly!
- ★ Check your email for college correspondence and create a folder for colleges that interest you
- ★ Create a spreadsheet to track: application requirements, deadlines, and special instructions/notes
- ★ Use Naviance often
- ★ Find a system that works for you!

- ❖ PAY ATTENTION!! Check Naviance WEEKLY for new scholarships, admissions counselor visits to BHS, college event information and deadlines.

COLLEGE FAIRS AND BHS ADMISSIONS VISITS ARE COMING SOON!

Always update Naviance, keep your counselor informed and ask questions! We're here to help you!