

## **Graduation Year College Application Process Calendar Important Dates and Happenings**

### **August**

- ✓ Create a master list or calendar that includes:
  - Tests you'll take and their fees, dates and registration deadlines
  - College application due dates
  - Financial aid application forms required and their deadlines (aid applications may be due before college applications)
  - Other materials you'll need (recommendations, transcripts, etc.)
  - Your high school's own application processing deadlines
  
- ✓ If needed, register to take the ACT in September and the SAT in October
- ✓ Narrow down your college selection to 3-5 colleges – apply only to schools that you want to attend
- ✓ Remind parents that you will need up to date tax information as close to January 1 as possible for financial aid applications
- ✓ Write essays early; edit, proofread and rewrite
- ✓ Look out for scholarship opportunities
- ✓ Check with college financial aid offices for school-specific scholarship information, costs, and any additional financial aid forms required
- ✓ If you have not had your SAT/ACT scores sent to colleges you are applying to, make sure contact SAT/ACT right away to have them sent

### **September**

- ✓ Prepare all rolling admissions applications early! Keep copies of everything you mail off!
- ✓ Ask teachers, counselors or references to write letters of recommendation well in advance (3-4 weeks)
- ✓ Attend the UCPS College Fair
- ✓ If needed take the ACT

### **October**

- ✓ Prepare Early Decision or Early Action applications by October 15 (most are due Nov 1-15)
- ✓ Meet with your English teachers and others to perfect your college application essays
- ✓ Continue to look out for scholarships and make sure to meet the deadlines
- ✓ If needed take the SAT

### **November**

- ✓ Finalize college applications. Try to complete at least one application by Thanksgiving. All should be completed by December 1<sup>st</sup>
- ✓ Make sure transcript requests are into the counseling office well in advance, at least 2 weeks before the deadline – check with colleges to see if they want your first semester grades

### **December**

- ✓ Make sure all applications are completed by December 1 and keep copies of everything sent to colleges
- ✓ Prepare to complete the FAFSA as close to January 1 as possible
- ✓ Don't forget to focus on preparing to do well on your first semester exams

### **January**

- ✓ Complete the FAFSA as soon as possible
- ✓ Continue looking out for scholarship opportunities and meeting the deadlines

### **February**

- ✓ Don't stop working hard now that college applications are submitted! Finish off strong!

### **March**

- ✓ Look out for college acceptance decisions!
- ✓ College acceptance letters and financial aid offers should be received early March through mid April
- ✓ If placed on the wait list of a school you would like to attend, send additional information to update and support your application at this time. Showing strong interest by staying in touch is important.

### **April**

- ✓ If necessary, attend college campus "Accepted Student Events" to help you make a decision
- ✓ Colleges cannot require a deposit or commitment to attend before May 1 (common reply date). By the postmarked date of May 1 you must inform every college of your acceptance or rejection of the offer of admission and/or financial aid.
- ✓ Send your deposit to one college only
- ✓ Notify the counseling office of your college choice as soon as you decide, so your final transcript can be sent following graduation
- ✓ Contact the financial aid office of the college you plan to attend with any questions concerning your financial aid package
- ✓ Wait-listed by a college? If you will enroll if accepted, tell the admissions director your intent well before May 1 and ask how to strengthen your application. Need financial aid? Ask whether funds will be available if you're accepted.

### **May**

- ✓ Be sure your deposit reaches your college of choice by May 1 (common reply date)
- ✓ Make sure final transcripts are being sent to your college

CONGRATUATIONS! IT'S GRADUATION TIME!