

## I'm ready to start filling out college applications.... Now what?

- **Look at the application requirements for EACH of the schools that you want to apply to.**  
Consider the following questions:
  - \*What's the deadline for submitting the application?
  - \*Do I need to submit an essay of a given topic or one I choose on my own?
  - \*How many teacher letters of recommendations do I need?
  - \*Do I need a counselor letter of recommendation?
  - \*Do I need to have a Secondary Report Form completed?
  - \*How many transcripts will I need to request?
  - \*Have I already submitted my SAT or ACT scores or do I need to do so?
  
- **Request a copy of your college transcript and high school transcript.** Review all transcripts for mistakes and keep the transcripts for your personal record. You may need information from your transcripts to complete the college applications
  
- **Determine which teachers and community members you can ask to write recommendation letters for your college applications.** Make sure to ASK them in person and provide information to assist with writing a good recommendation letter.
  
- **Start working on your college essays early. Spend a lot of time and effort on your essays.** Make sure to ask an English teacher to proofread any essay you write. You can use the same essay for more than one application.
  
- **If you plan to take the SAT or ACT, make sure to register soon and let the college know the date that you plan to take the test.** Submit your current SAT or ACT scores when completing the college applications. The scores can only be sent directly to each school from the SAT or ACT.
  
- **Make plans to visit each college or meet with a college representative from each college.** Call and speak with college representatives. GET TO KNOW THEM WELL! They have a wealth of information about the application process and acceptance process. If you are unable to make it to the college for a visit, you may be able to have an area college recruiter come to you and visit.
  
- **Search for scholarships, grants and other financial aid. How?**
  - \*Visit the Financial Aid and Scholarship sections of each college's website.
  - \*Call and speak with the Office of Financial Aid at each college you are applying.
  - \*Prepare to fill out the FAFSA (Free Application for Federal Student Aid) between January 1 and March 1 for maximum benefit consideration.
  - \*Search scholarship websites for independent scholarships available to graduating students.
  
- **Proofread all applications before submitting, even online applications.** Make sure to keep a copy of everything you submit to a college. Things do sometimes get lost!
  
- **Schedule an appointment with your counselor** if you have any questions about the college application process. They are here to help!