## Hello. Seniors!

It's hard to believe that we are almost half-way through the school year already!! Since early action/early decision deadlines have now passed, we thought we would send out a few important reminders about the next steps in the process. All students should create a student account at each school to which they are applying; regardless of the application method used (i.e. Common App, Coalition, etc.). You should then check to verify that each school has posted the receipt of your application items to your account/portal. Colleges receive high volumes of application items; therefore, you want to check to make sure that the items have been attached to the application account. Please keep in mind that it can take up to 4 weeks for schools to post documents received. However, if that time has passed, and there is a concern of an application item is not showing on the account, you can always reach out to the admission office at the college/university to confirm receipt.

For students applying regular decision, those deadlines are quickly approaching. Counselors receive the requests once you have paid for your transcripts. Since there are several items that need to be completed on your behalf, which accompany the transcript, please be sure to submit payment for the transcripts at least 2 weeks prior to the deadline. If a letter of recommendation is requested, we ask for 20 business days advance notice so that we have the proper amount of time to dedicate to your request. Please also be sure to have the request entered into Naviance as well and select "all applications" for counselor requests.

We know several students are beginning to receive admission decisions and love to hear about them! Please drop off a copy of the acceptance letter to Guidance so we can begin compiling a list to use at the end of the year to celebrate you. Also, please update admission decisions in Naviance as well. Remember, no one can see those responses besides you and your counselor.

We are so proud of you and your accomplishments! Please reach out to us if there is anything we can help you with or if you have any questions!

Have an amazing Holiday break!! CHS Counselors