College Planning Checklist

☐ Complete your questionnaires by June 1st, 2017 in Naviance. Remind your parents to complete their questionnaire, as well.

☐ Request Letters of Recommendation from teachers, coaches, club/volunteer advisors, both in person and in Naviance.

☐ Enter all schools you are applying to into your Naviance Family Connection account under “Colleges I am Applying To”.

☐ Be sure your resume is in Naviance and give a copy to your counselor.

☐ Complete Applications (via the Common Application or on each colleges website)

☐ Complete required essays and supplements.

☐ Complete Transcript Release Forms and request transcripts in Naviance. Submit forms to Guidance 15 days prior to the application deadline.

☐ Send SAT and ACT scores directly to colleges from Collegeboard.org and ACTstudent.org.

☐ Take SAT subject test if your colleges require them.

☐ Complete the FAFSA with your parents.

☐ Complete the CSS Profile (on Collegeboard.org) if your colleges require it.

☐ Search for scholarships and look at SPHS Scholargram starting in the fall of senior year. This is on the Guidance website and in Naviance.

☐ Register online with the NCAA if you are planning on playing a sport in college.

☐ Give copies of all acceptance letters to your counselor and enter your acceptances in Naviance.

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