

SENIOR YEAR COLLEGE PLANNING CHECKLIST



Kiowa County High School

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ANCIENT COUNSELOR PROVERB: The harder you work in high school, the easier college is for you; conversely, the easy road in high school leads to a rocky road the freshman year in college.

SEPTEMBER

- Set up a chart to help you keep track of college and scholarship applications and deadlines. Keep organized and up-to-date with your applications or the process will overwhelm you later in the year.
- Check in the counseling office for ACT & SAT registration deadlines & test dates. Register to take the ACT or SAT I if you have not done so or if you are not satisfied with your results from last year. Consider using a test prep software program or a practice book to help increase your chances of doing better. Remember that selective schools often require some of the SAT II-Subject Tests in addition to the SAT I or ACT. Check in the counseling office for test dates and registration packets, or register online at www.actstudent.org.
- If you have not clarified your educational goals, needs, and preferences and developed a preliminary list of colleges, do so now. Use internet resources and the resources in the counseling office to assist you in this process.
- Reduce your preliminary college list to approximately 3 to 6 schools. Most college applications are now online. Analyze the information and application to see what is required and to learn all about due dates (especially if you are considering early decision, which usually has a deadline of November 1 or November 15). You may be required to submit multiple pieces of information (standardized test scores, a transcript, an essay, application form, recommendations, and a financial aid application).
- Make sure your resumé of activities, awards, and community involvement is updated and ready to be used.
- Check the bulletin boards, announcements, and Counselor News website for information on college representatives, important college and career information, and notices of scholarship opportunities. **THIS IS YOUR RESPONSIBILITY.**
- Check the scholarship notebook in the counseling office for any early scholarship opportunities.
- Check the counseling section of the KCHS website for upcoming events and deadlines.
- Schedule college visits.

OCTOBER

- Decide whom to ask for letters of recommendation and ask them now. Choose people who know you well and can write effectively about your academic qualifications and personal qualities. When you ask, be sure to provide the person with a copy of your resumé, any appropriate forms, and a stamped and addressed envelope. You cannot expect a person to do this service for you without giving him/her adequate advance notice.

- Consider attending advertised review sessions for the ACT prior to the test.
- Check the counselor section of the KCHS website for upcoming events and deadlines.
- Check the scholarship notebook in the counseling office for any current opportunities.
- Mail your applications in as early as possible. Don't wait until the application deadline.
- Always make a copy of your application materials just in case they get lost.
- Be rested before the first ACT/SAT test.

NOVEMBER

- **November 1** is the priority deadline for K-State's premier scholarships.
- Some scholarship deadlines will be November 1.
- Check in the counseling office for ACT & SAT registration deadlines & test dates.
- If essays are required for your application, be working on them and have at least a rough draft ready. Have your essays proofread by your English teacher and make any changes based on his/her suggestions and corrections.
- Make sure you have read through the application materials of the colleges you are interested in and know all important due dates.
- Make sure you know which financial aid forms (such as the FAFSA) your colleges require. Ask in the counseling office about how to secure these forms.
- Check the counselor section of the KCHS website for upcoming events and deadlines.
- Check the scholarship notebook in the counseling office for any current opportunities.

DECEMBER

- **December 1** is KU's deadline for freshman scholarships.
- **December 15** is FHSU's priority deadline for scholarships.
- Finalize your application essays. They must be typed or word-processed and free of errors.
- Check deadlines for state-government sponsored student aid programs with your counselor and obtain the appropriate forms. The FAFSA is usually available in the counseling office by this time even though it cannot be filed until after January 1.
- Begin completing the parts of the FAFSA that you can. You won't complete it until after January 1 when you can plug in your previous years' income tax information, but you can get a head start by filling out the parts that do not require wage information. This form requires input from you and your parents.
- Provide your counselor with the appropriate forms if he/she is required to fill out a report on you for your application.
- Check the counselor section of the KCHS website for upcoming events and deadlines.
- Check the scholarship notebook in the counseling office for any current opportunities.
- If you are applying to public universities in the state of Kansas, get those applications in early, including the one for housing. The earlier you apply for housing, the better your choices are.
- Check in the counseling office for ACT & SAT registration deadlines & test dates.
- If you are testing in December, get a good night's rest the night before!!

JANUARY

- Check in the counseling office for ACT & SAT registration deadlines & test dates.
- Send in your FAFSA as soon after January 1 as possible. (Men 18 years or older must be registered for the selective service in order to receive federal financial aid.)
- Check the counselor section of the KCHS website for upcoming events and deadlines.
- Check the scholarship notebook in the counseling office for any current opportunities.
- Notify the counseling office if you need a copy of your current transcript sent to any schools for a mid-year report.
- Make copies of all forms (application, financial aid, etc.) that you submit.

FEBRUARY

- **February 1** is the deadline for applications for freshman scholarships for many schools including Kansas State University and Pittsburg State University.
- **February 15** is the final deadline for Fort Hays State University scholarships and the priority deadline for Emporia State University scholarships.
- Check in the Counseling Office for ACT & SAT registration deadlines & test dates.
- Check the counselor section of the KCHS website for upcoming events and deadlines.
- Continue to monitor the advertising of local scholarship opportunities.
- Have you mailed your FAFSA form?

MARCH

- **March 1 is the FAFSA priority deadline!**
- Continue monitoring current scholarship opportunities.
- Check the counselor section of the KCHS website for upcoming events and deadlines.
- Check in the counseling office for ACT & SAT registration deadlines & test dates.

APRIL

- Most selective schools start to announce their decisions during this month. If you are accepted by more than one of your choices, make your final decision on which school is right for you. While others may assist you in this process, you must ultimately make the decision. Make sure you choose the college based on the factors that are important to you.
- Carefully review financial aid award notices from colleges. Call the financial aid office if you have questions.
- Check the counselor section of the KCHS website for upcoming events and deadlines.
- Check in the counseling office for ACT & SAT registration deadlines & test dates.

MAY

- As soon as possible after May 1, notify the college of your choice of your decision to attend. Notify others who have also accepted you of your decision not to attend.
- If you have been offered financial aid, make sure you accept the offer as instructed by your award letter.

- Remember that financial aid must be reapplied for each year.
- Notify the counseling office to send your final transcript to the college of your choice.
- Notify the counseling office of any scholarships or awards you have received.
- Check the counselor section of the KCHS website for upcoming events and deadlines.
- Check in the counseling office for ACT & SAT registration deadlines & test dates

JUNE/JULY

- Sit down with your parents and establish a budget for the freshman year.
- Make sure to build in incidental costs such as telephone bills and money for entertainment. Once on campus, stick to your budget!
- Check the counselor section of the KCHS website for upcoming events and deadlines.

Note: Deadlines for scholarships and admissions change frequently. It is a good idea to check with the college or university you are interested in to see if the dates in this packet are accurate for the current year. Websites for these schools usually have this information.