

JUNIOR YEAR CHECKLIST

Planning and preparation are essential components to accomplishing one's goals. While there is not any one way to approach the tasks needed to prepare for life after high school, the school counselors believe there are certain tasks that, when completed, will put a student on a path for success. The following is a calendar of tasks, activities and events that need to be completed along the way. Not everyone is ready at the same time nor will everyone need the same amount of time to devote to each of the listings, therefore the calendar is arranged by season. Use the following as a guide and as a prompt for discussion with your school counselor.

FALL	Completed
Register for October PSAT with School Counseling Office	<input type="checkbox"/>
Save samples of your best academic work for your academic portfolio (all year)	<input type="checkbox"/>
Maintain your co-curricular record (all year)	<input type="checkbox"/>
Continue researching financial aid options, including grants, scholarships, and work-study programs	<input type="checkbox"/>
Plan to sit in on several college visitations in the School Counseling Office held September through December	<input type="checkbox"/>
Check the Naviance site often	<input type="checkbox"/>
Take PSAT – scores may qualify a student for the National Merit Scholarship Competition, National Achievement, and National Hispanic Scholars Programs	<input type="checkbox"/>
Continue or start to visit college campuses and keep notes after each visit	<input type="checkbox"/>

WINTER	Completed
PSAT results sent home in mid-December – REVIEW RESULTS	<input type="checkbox"/>
Register for the March/April SAT or ACT	<input type="checkbox"/>
Begin to consider what you are looking for in a college; size, location, majors, GPA and SAT range, sports, clubs, etc.	<input type="checkbox"/>
Use various resources including Naviance, College Books and Internet search engines to begin to make a preliminary list of colleges	<input type="checkbox"/>
Schedule your junior conference with your school counselor to discuss your preliminary list of colleges	<input type="checkbox"/>
After the conference, revisit your list and consider whether you are looking at colleges you are likely to be admitted based on grades and test scores	<input type="checkbox"/>
Prepare for the Spring SAT or ACT using the Internet, books, or courses	<input type="checkbox"/>
Begin your Personal Recommendation Form in Naviance	<input type="checkbox"/>

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Keep your school counselor apprised of your college planning and preliminary list of colleges	<input type="checkbox"/>
Contact colleges to request admission literature and financial aid information	<input type="checkbox"/>
Take March/April SAT Reasoning Test or ACT	<input type="checkbox"/>

SPRING	Completed
Register for the May or June SAT/ACT or SAT Subject Tests, as needed. Check the College Board calendar to determine when the subject tests are offered	<input type="checkbox"/>
Continue evaluating your list of colleges and universities and eliminate and add colleges as appropriate	<input type="checkbox"/>
Look into summer jobs or apply for special summer academic or enrichment programs	<input type="checkbox"/>
Continue visiting colleges; inquire about campus tours and open houses	<input type="checkbox"/>
Begin having conversations with your preferred teachers about securing a letter of recommendation for college next year	<input type="checkbox"/>
Complete and submit your Personal Recommendation Information survey in Naviance	<input type="checkbox"/>
Download the Senior Parent Questionnaire and give it to your parent/guardian to complete	<input type="checkbox"/>
Complete Testing: AP Exams, SAT, ACT and/or SAT Subject Tests	<input type="checkbox"/>
Confirm with counselor you have turned in all required materials before end of the school year	<input type="checkbox"/>

SUMMER	Completed
Begin to pare down your list of college choices	<input type="checkbox"/>
Complete NCAA Eligibility Center required forms if hoping to play Division I or II sports and request that your transcript be sent for initial review	<input type="checkbox"/>
Visit colleges and realize that many four-year students will not be on campus at this time	<input type="checkbox"/>
Review application materials, note deadlines, list requirements and become familiar with essay questions	<input type="checkbox"/>
Continue to have discussions with family related to the college process and cost of attendance	<input type="checkbox"/>
Start writing your college essay or refine the essay you started in 11 th grade	<input type="checkbox"/>
Identify application supplement requirements such as art portfolios or audition tapes	<input type="checkbox"/>