

SENIOR COLLEGE APPLICATION CHECKLIST

**This checklist is a follow-up to the Senior College Admissions 101 Quick Reference Guide. You received a condensed version of this during the Junior College Planning Assembly in April of last school year. You should have the 101 packet handy while completing this checklist as a reference guide.

<https://docs.google.com/document/d/198r698bYCUUn3AkZcirJEGaCAObMKIU9NDd0hQ3CNETw/edit?usp=sharing>

++The following steps will be explained in more detail once we are back in school. We just wanted to give you a heads up prior to starting school & if you were interested in getting started on any of this before we get back to school.

++You will be receiving a shared Google pdf copy of your unofficial transcript during the first week of August. This will be useful when completing applications.

- Senior Fall Survey. You will complete this in a group advising session during the first couple of weeks of school. Stay tuned...
- **Log into your Naviance account. Under the Colleges Tab click COLLEGES I'M APPLYING TO. Then ADD each of your colleges to the list. <https://www.screencast.com/t/jp4DehOsrA>
- **You must send ACT or SAT scores directly from the test centers to each college you apply to. Seton does not include scores on our transcripts. (www.actstudent.org and www.collegeboard.org) Some colleges are test-optional this year, so be sure to check admission and scholarship requirements for each college you will apply to.
- If you are applying to any Common App schools(<https://www.commonapp.org/>), you will need to match your Naviance account with your Common App account. <https://www.screencast.com/t/gxEQkEIyo1>
- Ask a teacher for a letter of recommendation. You must request this through Naviance IN ADDITION to asking the teacher personally. Be sure to give them **at least two weeks notice** and send them an electronic copy of your resume. <https://www.screencast.com/t/VD4X5XiMU>
- Due September 10** . Sign and upload the Transcript Release Form found here (<https://docs.google.com/document/d/1cAtEwE9fiqoM85YiUJpTATqIE-eEQi2ZikJ5uThKCks/edit?usp=sharing>) A parent/guardian must sign if you are under 18. NO application can be processed without a Transcript Release Form.
- Due September 24**. Complete and send an electronic version of your RESUME to your Academic Advisor. Resumes can be formatted in Naviance or Word. There are sample resumes in the Advising Google Classroom.

The following steps will NOT be expected to be done until you are FULLY done with all the steps above:

- Be sure to complete the FAFSA (Free Application for Federal Student Aid) beginning October 1. Financial aid is awarded on a first-come, first-served basis so the earlier you complete the FAFSA, the better. (fafsa.gov)

We will host an evening for both you and your parents to learn about FAFSA prior to the application opening.
Date is TBD.