



### ☒ Check off items as you complete them.

- ☐ Enroll in classes that offer college credit such as Advanced Placement (AP) and Dual Enrollment.
- ☐ Register for fall Scholastic Achievement Test (SAT) or the American College Testing (ACT) exam, if needed. You will need to register a month before you can take the SAT or ACT exam.
- ☐ Continue to challenge yourself with Advanced Placement (AP) and Honors classes all year.
- ☐ Take Advanced Placement (AP) exams in late spring to possibly earn college credit. Make sure your high school sends a final transcript to your college.
- ☐ Continue to take a foreign language, in addition to English, Social Science, Mathematics, and Science.
- ☐ Keep up grades and attendance. Work hard all year.
- ☐ Stay on course to complete all core courses for graduation, plus any required courses for college admission.
- ☐ Attend college fairs and financial aid workshops.
- ☐ Narrow your list of colleges. Obtain application and financial aid information from each. Visit as many as possible.
- ☐ Make a master calendar and checklist. Note test dates, fees, deadlines for admission and scholarship applications, financial aid applications, recommendations, transcripts, test scores, and other required information or documents. For early admissions, colleges may require test scores and applications in early **November**.
- ☐ Ask for letters of recommendation. Give each person your résumé and portfolio; a stamped, addressed envelope; and any required forms. Do this at least two months before any deadlines.
- ☐ Write application essays and ask teachers or parents to proof first drafts.
- ☐ Ask about financial aid eligibility. Apply early for financial aid.
- ☐ Search for scholarships and ask your school counselor about local and state college funding sources.
- ☐ Apply for all applicable scholarships, including an Army ROTC scholarship.
- ☐ Keep copies of everything you send to colleges, and note submission dates.
- ☐ Request that your high school send your transcripts to colleges.
- ☐ Verify that transcripts and test scores are being sent to college(s) of choice.
- ☐ Contact colleges to ensure they have received all application materials.
- ☐ Acceptance letters and financial aid offers should arrive by **mid-April**.
- ☐ Visit your final college of choice before accepting.
- ☐ Notify colleges about your decision to accept or reject admission or financial aid by **May 1**.
- ☐ If you are on a waiting list, tell the admissions director of your intent to enroll if accepted and ask how to strengthen your application.
- ☐ Start preparing for your college year ahead.

### Always:

- Do your best in class, study hard, complete all assignments, and earn good grades (A's and B's).
- Develop and practice good attendance habits.
- Develop good study habits and organizational skills.
- Be involved in extracurricular activities, volunteer projects, and sports that you enjoy.
- Learn a foreign language.
- Read books on a summer reading list recommended by teachers. Review Mathematics and Science as well.
- Participate in summer enrichment programs.
- Think about career and occupational opportunities for your future.
- Keep a file of important documents and notes (copies of report cards, lists of awards and honors, lists of volunteer activities, paid work, etc.).
- Save money for your college education.
- Check into financial aid programs and scholarships and explore external scholarship opportunities, such as Army ROTC.
  - [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
  - [www.ed.gov/finaid](http://www.ed.gov/finaid)
  - [www.fastweb.com](http://www.fastweb.com)
  - [www.goarmy.com/rotc/scholarships.jsp](http://www.goarmy.com/rotc/scholarships.jsp)