

College Admissions Checklist

○ **Complete College Applications**

- If the college is not a **Common App** school, complete the application on the college's website.
- For **Common App** schools, click the link to learn how to [Create a Common App Account, Complete the FERPA, and Complete Naviance Matching](#)
 - **Common Application Resources**
 - [List of Common App Schools](#)
 - [Common App Essay Prompts](#)
 - [List of Materials Required to Complete the Common App](#)
 - Required school & counselor details (click on your counselor's name below)
[Mr. Harrison](#) [Ms. Henry](#) [Ms. McFadden](#) [Ms. Samaha](#)

○ **Request Teacher Recommendations**

- Ask the teacher *in-person* at least 4 weeks before your first deadline. Do not ask for more letters than you need (typically 1 or 2)
- [Submit a Letter of Recommendation Request Through Naviance](#) (click the link to learn how) to so your teacher can upload your letter to Naviance.
- Give a completed [Letter of Recommendation Form](#) to the teacher writing your recommendation and to your guidance counselor.

○ **Submit a [Transcript Release Form](#)**

- Give to your counselor 2 weeks before your 1st admissions deadline

○ **Release SAT Scores from College Board** (Talk to your counselor if you are not sure whether to take the SAT/send your scores)

- [2024-2025 SAT Test Dates](#)
- [How to send SAT scores to my colleges](#)

○ **Research and Apply for Scholarships**

- [Naviance Find & Track Scholarship Reference Guide](#)

○ **Apply for Financial Aid with the FAFSA (Free Application for Federal Student Aid)**

- [Applying for Financial Aid with the FAFSA Form-Video](#)