

# Grade 12: College Planning Guidelines

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*The first semester of grade 12 will be a busy time for students especially because of the college process. It is highly recommended that students meet with their counselor bi-weekly to stay on top of important deadlines, essay writing expectations, and testing needs until the process is complete.*

## **Ongoing**

- Track volunteer hours.
- Meet individually with College Counselor.
- ACT & SAT testing, as needed.
- Engage with your college admission representative. Answer emails, call back.

## **August**

- Begin/continue work on college essays.
- Begin early college applications.
- Update resume.
- Update "Colleges I'm Thinking About"
- Testing plan determined.
- Senior Practicum begins.
- Meet individually with College Counselor to discuss and narrow college list.

## **September**

- Meet individually with College Counselor to discuss and narrow college list.
- Begin/continue work on college essays.
- Begin/continue work on college applications.
- Make Letter of Recommendation (LOR) requests.
- Participate in mock interviews to practice for college interviews.
- Research scholarships. Local. Regional. College-specific.
- If applicable, Early Applications (ED & EA) established and nearing completion.

## **October**

- College Letters of Recommendation (LOR) Requests Completed.
- Determine and update "Colleges I'm Applying to"
- Utilize college interview opportunities.
- Continued application work.
- Confirm Early Application (ED & EA) plans with college counselor.
- Complete the Free Application for Federal Student Aid and/or the CSS/Financial Aid Profile.

## **November**

- All college essays completed.
- All applications near completion.
- Write thank you notes to teachers who wrote LORs.

## **December**

- All applications complete.
- Mid-year transcripts available to colleges requesting them.

## **January-April**

- Begin/continue additional scholarship applications.
- Upon receiving decisions from colleges, plan campus visits.
- Report all outcomes to College Counselor.
- If waitlisted, meet with College Counselor and determine a plan.
- Participate in Job Shadowing during Senior Career Week.
- Submit volunteer hours to the College Counseling Office for Florida Bright Futures.

## **May**

- Deposit at the College/University where you plan to attend.
- Let other schools know that you choose not to attend their institution.

## **June**

- Final transcripts sent to final college choice.