

# College Admissions Application Checklist

	College 1	College 2	College 3
<b>Name of College:</b>			
<b>Applications</b>			
Request or download applications			
Note regular application deadlines			
Note early application deadlines			
Determine top choice (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> )			
<b>Grades</b>			
Request high school transcript be sent			
Request final transcript be sent			
<b>Test Scores</b>			
SAT or ACT test and score required			
Score obtained			
Scores requested and sent to school			
<b>Letters of Recommendation</b>			
Request recommendations early Senior year			
Send thank-you notes			
<b>Essays</b>			
Write application essays			
Proof essays for spelling and grammar			
<b>Interviews</b>			
Interview at college			
Alumni interview			
Send thank-you notes to interviewers			
<b>Send and Track Your Application</b>			
Make copies of all application materials			
Apply online if available			
Include application fee			
Sign application			
Confirm receipt of application materials			
Send supplemental material, if needed			
<b>Financial Aid Forms</b>			
Priority financial aid deadline			
Regular financial aid deadline			
Obtain PIN number – <a href="http://www.pin.ed.gov">www.pin.ed.gov</a>	November of Senior Year request PIN for student and parent. PIN		

	allows you to electronically sign FAFSA.		
Complete FAFSA – <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a>	As soon after January 1 <sup>st</sup> as possible By March 1 <sup>st</sup> for priority status		
Additional Financial Aid forms required by school?			
Mail institutional aid form, if needed			
Mail state aid form, if needed			
<b>After You Send Your Application</b>			
Receive letter from office of admissions			
Receive financial aid award letters			
Compare financial aid packages			
Select school and accept financial aid package			
Send deposit			
Enroll in classes early			