

College Admissions Application Checklist

	College 1	College 2	College 3
Name of College:			
Applications			
Request or download applications			
Note regular application deadlines			
Note early application deadlines			
Determine top choice (1 st , 2 nd , 3 rd)			
Grades			
Request high school transcript be sent			
Request final transcript be sent			
Test Scores			
SAT or ACT test and score required			
Score obtained			
Scores requested and sent to school			
Letters of Recommendation			
Request recommendations early Senior year			
Send thank-you notes			
Essays			
Write application essays			
Proof essays for spelling and grammar			
Interviews			
Interview at college			
Alumni interview			
Send thank-you notes to interviewers			
Send and Track Your Application			
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			
Financial Aid Forms			
Priority financial aid deadline			
Regular financial aid deadline			
Obtain PIN number – www.pin.ed.gov	November of Senior Year request PIN for student and parent. PIN		

	allows you to electronically sign FAFSA.		
Complete FAFSA – www.fafsa.ed.gov	As soon after January 1 st as possible By March 1 st for priority status		
Additional Financial Aid forms required by school?			
Mail institutional aid form, if needed			
Mail state aid form, if needed			
After You Send Your Application			
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			