

## College Application Checklist

Use this checklist to help you stay on top of your application process.

	School #1	School #2	School #3
<b>College Login Information</b> (Student ID, Passwords, etc.)			
<b>Deadlines:</b> Early Action Early Decision Regular Admission			
<b>Admissions Contact:</b> School Address (for admissions) Phone Number Website Contact Person			
<b>Application Fee</b>			
<b>Essays:</b> Write Essay(s) Proofread Spelling/Grammar Have Two People Read Essay(s)			
<b>Personal Statement</b>			
<b>Resume of Activities/Portfolio</b>			
<b>Letter of Recommendations:</b> List of Schools Form Student Contribution Form Send Thank You Notes			
<b>School Counselor Components:</b> Transcript Request Form Transcript Release Form Supplemental Forms			
<b>Send Scores :</b> SAT Scores ACT Scores AP Scores Transcript from (BCC/MCCC)			

	School #1	School #2	School #3
<b>Interviews:</b> Interview at the College Alumni Interview Send Thank You Notes			
<b>Send and Track Your Application:</b> Make Copies of Materials Include Application Fee Sign Application If Online, Send Supplements Confirm Receipt Application			
<b>Financial Aid Forms:</b> Priority Financial Aid Deadline Regular Financial Aid Deadline Get pin at <a href="http://www.pin.ed.gov">www.pin.ed.gov</a> Complete FAFSA Submit CSS/PROFILE If Needed Mail Institutional Aid Form			
<b>After You Send Your Application:</b> Send Mid Year Report Receive Admission Letter Receive Financial Aid Letter Send Deposit Send Final Transcript			