



SENIOR COLLEGE APPLICATION CHECKLIST

Make sure you meet all deadlines!

1. CALIFORNIA STATE UNIVERSITY SYSTEM (CSU) – Application fee \$55

- Go to: www.csumentor.edu
- Deadline November 30th
- **No transcript** needed
- **No letter of recommendation** needed
- **No personal statement** needed
- November is the last month to take the SAT/ACT for the following schools: SJSU, CAL POLY SLO, San Diego
- December SAT/ACT is the last test date accepted for the rest of the CSUs. Please verify with each school.
- Once accepted, you will need to take the ELM (entry level math) and EPT (English placement test). Usually in the spring. You can take the test at the closest CSU and have your scores sent to the CSU of your choice. For more information, see <https://ept-elm.ets.org/csu>

2. UNIVERSITY OF CALIFORNIA (UC)

- Go to: www.admissions.universityofcalifornia.edu – Application Fee \$70
- Deadline November 30th
- Personal statement needed – 2 questions, 1000 words combined total
- **No transcript** needed
- **No letter of recommendation** needed
- December SAT/ACT is the last test date accepted
- SAT Subject (SAT II) is no longer required, however some schools still recommend.
- You will need to take the UC Analytical Writing Placement Examination in May. A notification from the UC will be sent to you.

3. PRIVATE COLLEGES AND UNIVERSITIES – Application Fee Varies

- Check each college to see if they have their own application, or if they use the Common Application, if Common Application is used, see:
- Go to: www.commonapp.org, create username and password, and start applying
- Deadlines vary
- Transcript needed*
- Letters of recommendation needed* from two teachers and a counselor. *Please give all of us at least 2 weeks advance notice.*
- Personal statement needed, sometimes a supplement is required
- SAT Reasoning or ACT required; SAT Subject may be required. Please check school requirements.

4. JUNIOR COLLEGE/COMMUNITY COLLEGE

- www.cccapply.org
- Applications will not be available until April/May of senior year
- Once applications have been submitted, you will receive an email confirmation from your school instructing you of next steps
- You must take a placement test, usually in Math and English
- To be eligible for the community college, you must be at least 18 years of age or have your high school diploma

5. NAVIANCE*

- After deciding which schools you will be applying to, **you must add all colleges on Naviance**
- www.connection.naviance.com/branham
- Click on the “Colleges” tab and fill out the **FERPA waiver**. All students must check the waiver. If you are applying to private schools via Common App, then you must add your username and password in the box provided. This will link Naviance and Common App and allow us to submit all documents.
- Then, click on “Colleges I’m Applying To” and add all colleges you will be applying to. You must add whether you are applying by regular decision, early decision, or early action
- You can request letters of recommendation for the private schools when you click on “Colleges I’m Applying To” under the “Colleges” tab. Make sure you have talked to all your teachers before you request letters of recommendation through Naviance.
- If the school you are applying to does not allow us to submit documents online, you must provide teachers and counselors with self-addressed stamped envelopes to those schools.
- You can request transcripts to all schools by clicking on “Colleges I’m Applying To” under the “Colleges tab”. Do not request transcripts for the CSU or UC until they contact you!
- When you request a transcript, this will initiate the process for your guidance advisor to submit other forms, including letters of recommendation. You must come and talk to your guidance advisor at least three weeks before your application is due.

6. FINANCIAL AID

- www.fafsa.ed.gov
- Application window is January 1 – March 2
- The application consists of the online application, and the GPA verification form, which we will give you in January.
- If you are applying to the private schools, you may also have to apply for financial aid using their own financial aid application (in addition to applying for the FAFSA). Most will use the **CSS Profile**. Please go to www.profileonline.collegeboard.org, to see if your school requires this form. Deadlines vary.

7. OFFICIAL TEST SCORES

- Go to www.collegeboard.org or www.actstudent.org to submit official test scores to all schools before the deadline. You must check with each school to verify submission deadlines.