

## **Winter To-Do List**

If you are a Senior applying to 4-year universities, be sure to do the following:

### **1. Continue working on college applications**

UC and CSU applications are due on Nov. 30th . Common App schools, Coalition schools, and outside college applications all have various deadlines - check their respective college pages on Naviance to confirm application due dates.

UC Application: <https://admissions.universityofcalifornia.edu/applicant/login.htm>

CSU Application: <https://www2.calstate.edu/apply>

Common Application: <http://www.commonapp.org>

Coalition Application: <http://coalitionforcollegeaccess.org>

### **2. Log into your Naviance account and make sure your college list is correct**

Click on the "College" tab, and select "Colleges I am Applying To". Make sure this list is updated and correct. List EVERY college that you are applying to.

If you add a new college to your list, be sure to communicate **in person** with your teachers and counselor so that they can submit your letters of recommendation and transcript. Documents will not be sent to colleges you added on your list, unless you let them know.

If you are no longer applying to a school but are unable to delete it from this list, click on the pencil icon next to "unknown" and update your result to "withdrawn".

### **3. If you are requesting a letter of recommendation (LOR), double check that you have requested the LOR properly on Naviance, and have completed all necessary steps:**

Step 1: Link your Common App and Naviance account. If you did this correctly, you will see a big blue banner that says "Common App Matching Complete" on the " Colleges I am Applying to" page. Watch this step-by-step video on how to link: <https://vimeo.com/73384070>

Step 2: Send an electronic request for a LOR to EACH teacher, on Naviance. To do so, click on the "Letters of Recommendation" link under the "College" tab.

Step 3: Continue to check the status of each LOR request on this same page. Once a teacher has submitted their letter, you will see the word "submitted". If it says "in progress" or "requested", that means the letter may have been started, but it has NOT been sent yet.

**4. Send your official test scores (SAT, ACT, SAT Subject Tests) to ALL colleges that you apply to by the application deadline.**

Exception: if you are applying to UC or CSU schools, you only need to send your scores to ONE UC campus and ONE CSU campus, and all others will receive it. The UC and CSU schools allow you to send your test scores up until the December exams, so no later than January 1, 2019.

Keep in mind that once you send your scores, it may take several weeks for the colleges to receive them - so send them early.

Most schools no longer require the SAT Subject Tests. Check this list to see if your school does:

<https://www.compassprep.com/subject-test-requirements-and-recommendations/>

**5. Once you submit your application, check your email for an invitation to create a "College Portal". Create a portal for each school.**

SAVE YOUR PASSWORDS FOR EACH PORTAL. CHECK PORTALS FREQUENTLY!

If there is anything missing from your applications, or if the college needs to contact you for any reason, they will so do through this portal.

If you need to send a "Mid-Year Report" with your first semester senior grades, colleges will notify you through your portal. This typically happens in January - February.

**6. Complete your FAFSA by March 2, 2018 - however, the earlier you submit, the more money that is available.**

Complete FAFSA even if you do not think you will qualify for federal or state aid. Some universities use the FAFSA to give additional institutional grants and scholarships.

FAFSA application:<https://fafsa.ed.gov>

**7. Complete the CSS Profile, only if you are applying to schools that require it. Check list below.**

Schools that require the CSS profile:

<https://profile.collegeboard.org/profile/ppi/participatingInstitutions.aspx>

**8. Start applying to private scholarships**

On Naviance, click on the "College" tab and select "National Scholarship Search".

You can also search for private scholarships on the MCHS website, under the "College" tab:

[http://www.miracostahigh.org/apps/pages/index.jsp?uREC\\_ID=75171&type=d&pREC\\_ID=821194](http://www.miracostahigh.org/apps/pages/index.jsp?uREC_ID=75171&type=d&pREC_ID=821194)