




## College Application Checklist

Use this checklist to keep track of your college application tasks, deadlines, and required materials.


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### 1. Research & Planning (January – August, Junior Year to Early Senior Year)

Make a list of potential colleges

 Don't forget to check the list of [Colleges of Distinction](#) that fit your wish list—each one is recognized for outstanding student engagement, great teaching, and successful outcomes!

Research application deadlines (Early Action, Early Decision, Regular)

 Some colleges offer priority application deadlines with added scholarship opportunities—

Visit college websites for admission requirements

Attend college fairs and campus tours


Create a calendar with important deadlines

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### 2. Standardized Tests (March – October, Junior Year to Senior Year)

Register for SAT/ACT (if required)

Prepare for SAT/ACT using practice tests

 Some colleges are **test-optional**—make sure to check if you need to submit scores!

Send test scores to colleges through College Board/ACT

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### 3. Application Materials (August – December, Senior Year)

Create an account on Common App or Coalition App

Fill out the application form

Write and edit your personal statement/essay

Prepare supplemental essays (if required)

Request official high school transcripts

List extracurricular activities and achievements

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### 4. Letters of Recommendation (August – October, Senior Year)

Ask teachers/counselors for letters of recommendation


Provide recommenders with necessary information (resume, deadlines)

Follow up and ensure letters are submitted on time



## 5. Financial Aid & Scholarships (October – March, Senior Year)

- Complete the FAFSA (Free Application for Federal Student Aid) (Opens October 1st)
- Complete the CSS Profile (if required by colleges)
- Search and apply for scholarships

 *Many Colleges of Distinction offer merit-based scholarships! Look at their financial aid pages for exclusive awards.*

- Review and compare financial aid offers from colleges (January – April, Senior Year)

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## 6. Submitting Applications (September – January, Senior Year)

- Double-check application details and essays
- Pay application fees (or request fee waivers)
- Submit applications before deadlines
- Save confirmation emails and receipts

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## 7. After Submitting Applications (January – May, Senior Year)

- Check email for application status updates
- Send mid-year grade reports (if required)
- Prepare for college interviews (if applicable)


 *Some colleges offer **optional interviews**—use them to showcase your personality and interest!*

- Write thank-you notes to recommenders
- Wait for admission decisions and review acceptance letters

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## Final Decision Deadline: May 1st (National College Decision Day)



 *Need help choosing? Colleges of Distinction highlights schools that go beyond rankings and focus on real student experiences—take the time to find the best fit!*

