



## College Application Timeline Templates

Below are two timeline templates designed to help students and families stay organized and on track throughout the college admissions process. Use these templates as a guide to manage deadlines, tasks, and milestones, ensuring no detail is overlooked.

### Template 1: Yearly Overview Timeline

#### Junior Year

##### September – December

- **Research & Exploration:**
  - ☐ Begin exploring college options.
  - ☐ Attend college fairs and informational sessions.
- **Test Preparation:**
  - ☐ Start preparing for standardized tests (SAT, ACT).
  - ☐ Consider taking a practice test to gauge readiness.
- **Initial Counseling:**
  - ☐ Meet with your school counselor to discuss academic goals and potential college paths.

##### Summer Before Senior Year

##### June – August

- **Narrowing Your List:**
  - ☐ Finalize a list of target colleges based on academic interests and career goals.
- **Essay Brainstorming:**
  - ☐ Start brainstorming topics and drafting ideas for college essays.
- **Campus Visits:**
  - ☐ Schedule campus tours or virtual visits to your top-choice schools.

#### Senior Year

##### August – October



- **Final Preparations:**
  - ☐ Confirm your list of colleges and note all application deadlines.
  - ☐ Begin working on your college essays.
- **Recommendation Letters:**
  - ☐ Request letters of recommendation from teachers, coaches, or mentors.
- **Transcripts & Test Scores:**
  - ☐ Request your official transcripts and ensure test scores are sent to your chosen colleges.

#### November – December

- **Application Submission:**
  - ☐ Complete and submit early decision/early action applications if applicable.
  - ☐ Continue polishing and finalizing regular decision applications.
- **Review & Follow-Up:**
  - ☐ Double-check that all components (essays, recommendations, transcripts) are complete.

#### January – February

- **Final Applications:**
  - ☐ Submit any remaining regular decision applications.
  - ☐ Confirm receipt of all materials with your prospective colleges.

#### March – May

- **Decision Time:**
  - ☐ Review acceptance letters, financial aid packages, and scholarship offers.
  - ☐ Make your final decision by college comparison and campus visits.
- **Enrollment:**
  - ☐ Complete enrollment procedures and submit any required deposits.

### Template 2: Detailed Monthly Checklist

#### Junior Year

- **September**
  - ☐ Research colleges and identify potential matches.



- ☐ Register for upcoming standardized tests.
- **October**
  - ☐ Attend a college fair or virtual information session.
  - ☐ Begin initial conversations with your counselor about college planning.
- **November**
  - ☐ Take a practice SAT/ACT test.
  - ☐ Note application deadlines for early planning.
- **December**
  - ☐ Meet with your counselor to review academic and extracurricular profiles.

## Summer Before Senior Year

- **June**
  - ☐ Finalize your list of target colleges.
  - ☐ Create a preliminary schedule for campus visits.
- **July**
  - ☐ Start drafting college essays and personal statements.
  - ☐ Research scholarship opportunities.
- **August**
  - ☐ Plan and complete campus visits (in-person or virtual).
  - ☐ Finalize your application timeline and checklist.

## Senior Year

- **August**
  - ☐ Confirm your finalized list of colleges.
  - ☐ Request letters of recommendation.
- **September**
  - ☐ Begin writing and revising college essays.
  - ☐ Request official transcripts from your school.
- **October**
  - ☐ Polish essays and seek feedback from counselors or mentors.
  - ☐ Prepare supplemental materials (portfolios, additional essays).
- **November**
  - ☐ Submit early decision/early action applications if applicable.
  - ☐ Continue working on regular decision applications.
- **December**



- ☐ Finalize and submit regular decision applications.
- ☐ Follow up with colleges to confirm receipt of all documents.
- **January**
  - ☐ Submit any pending applications and complete final requirements.
  - ☐ Begin reviewing financial aid offers.
- **February**
  - ☐ Confirm completion of all application materials.
  - ☐ Prepare for potential interviews or additional requests from colleges.
- **March – May**
  - ☐ Compare acceptance offers and financial aid packages.
  - ☐ Make your final college decision.
  - ☐ Complete enrollment and submit necessary deposits.

Use these templates as a starting point and adjust them to fit your personal timeline and application needs. Staying organized and proactive will help make your college admissions process as smooth and stress-free as possible!