

Senior To-Do List for Students Thinking of Applying to College

- **Transcript Requests**

- Request your transcript on Parchment – www.parchment.com
- Create your account and add Kempsville HS as your high school
- Change your email to a personal email address if it's currently registered as your school email address
- Updated transcripts will be uploaded into parchment after October 1, 2024. Wait to request your transcript until after this date. We are expecting to have class rank and senior class size available at that time.
- Send your transcript to colleges of your choice or request a “self-viewed copy” to have it emailed to yourself.

- **Common Application**

- Add your counselor
 - Go to “My Colleges” tab
 - Select one of your listed colleges
 - Click on “Recommendations & FERPA”
 - Add your counselor and their email address

Mrs. Woodberry (A-CAN & ESL)	ERICA.WOODBERRY@VBSCHOOLS.COM
Dr. Lindsey (CAR-GO)	RHONDA.LINDSEY@VBSCHOOLS.COM
Ms. Harmon (GR-LE)	CARLA.HARMON@VBSCHOOLS.COM
Mrs. Vickers-Cox (LI-MO)	LATASHA.VICKERS@VBSCHOOLS.COM
Mrs. Donner (MR-SH)	JAMAYCA.DONNER@VBSCHOOLS.COM
Mr. Trebes (SI-Z)	KEVIN.TREBES@VBSCHOOLS.COM
Mrs. Thompson (EBA)	VICTORIA.THOMPSON@VBSCHOOLS.COM

- Beginning 9/18, Common App help sessions are offered every Wednesday during lunch in Room 205. Limited space is available. Bring your Chromebook and questions.

- **FAFSA- Free Application for Federal Student Aid**

- Complete a FAFSA application at FAFSA.gov. The application is set to open on December 1st.
- Complete an application whether you think you will qualify or even if you don't think you will need it. FAFSA determines eligibility for Federal Work Study programs, institutional scholarships/grants, and merit-based scholarships.

- **Letter of Recommendation**

- Use this link to request a letter of recommendation.
- A link to your updated resume must be included in your Google form response.
- At least 2 weeks' notice is required.

