

[illegible]

College process checklist

	STATUS	TASK	NOTES
1 COLLEGE BASICS	Read College Basics		
	Review College Application Timeline		
	Retake the SAT/ACT/TSI		
2 PLAN & RESEARCH COLLEGES	Assess Personal College Preference - size, majors, housing, etc.		
	Visit College Websites		
	Use College Tracker to Identify Colleges		
	Attend a College Tour or District Event		
3 GATHER APPLICATION INFORMATION	Know Social Security Number		
	Saved Copy of Class Rank Letter - <i>found in Skyward/Portfolio</i>		
	Request and Save Copy of Unofficial Transcript		
	Save SAT/SAT Score Sheet		
	Complete Brag Sheet *		
	Request Application Fee Waiver if on Free Reduced Lunch		
4 COMPLETE COLLEGE APPLICATION	Create College Application Profile on Application Website		
	Use College Tracker and Brag Sheet to Complete Application		
	Write Application Essay*		
	Request Letter of Recommendation from Contacts*		
	Pay Application Fee*		
	Finalize and Submit College Application		
5 SUBMIT RECORDS TO COLLEGES	Request Official Transcript from KCHS		
	Request Official DC Transcripts from each University		
	Send SAT/ACT Scores if Needed		
	Using Unofficial Transcript, Complete SRAR if Needed		
6 MONITOR ADMISSION ACCEPTANCE	Monitor Email Inbox/Junk for College Link		
	Set Up College Student Portal Account to Receive Notifications		
	Continue to Monitor Student Portal Accounts for Acceptance, Etc.		
	Sign up for Housing once Accepted		

