

Pomona College Planning Checklist

(Make a copy and save it to your google drive)

Explore your Options
Naviance – log in to Naviance with your regular Jeffco login username and password ☐ Explore careers and complete surveys to find careers and majors that fit your strengths and interests ☐ Find colleges that fit your interests ☐ Complete the SuperMatch Survey – under “Colleges” and “Find your Fit” ☐ Sign up for college admissions visits at Pomona from the main home page under “what’s new” College Board – My Big Future ☐ Search for colleges based on specific criteria and “heart” colleges you want to come back to later ☐ Search for average GPA/SAT of admitted students to get an idea of the selectivity of the college and how you compare to the middle 50% Research college requirements and deadlines for the colleges on your list ☐ Go to the admissions website of each college you want to apply to and see what the application requires and the deadlines to apply ☐ Early Action, Early Decision, Regular Decision, Rolling Admissions ☐ Early deadlines tend to be around Nov. 1st and regular around Dec- Feb. ☐
Apply for College
Fill out the online college application form ☐ Go to the admissions page on the college website to see the steps to apply ☐ Fill out the online application form – either the college’s own application form or the common application ☐ If you need a fee waiver to waive the admissions fee – please ask your counselor. Students who qualify for free/reduced lunch can qualify for a fee waiver. Send your official test scores (if needed) ☐ Check the college’s admissions website to see if test scores are required or optional. ☐ <i>Note – all colleges in Colorado are now test optional and no longer require test scores.</i> If your test scores are at or above the middle 50% average test score of admitted freshman, then submitting scores may help strengthen your application. You can usually find the middle 50% average on the college’s website. ☐ If you decide to send SAT scores – log into your College Board account and send your official test scores to the colleges of your choice. ☐ If you would like to re-take the SAT, you can sign up to do so through the College Board website. If you need a fee waiver to waive the cost – please ask your counselor. ☐ If you would like to take the ACT – you can register for a test at www.act.org Write the application essay(s) (if needed) ☐ Some applications require a personal statement/college essay. Usually you can find the essay prompt on the college’s admissions website. Typically this essay is about 2 pages double spaced, 650 words max. ☐ This essay is your chance to help the admissions reader get to know you in a more personal way. Think about what you WANT them to know about you. What is a story or experience that highlights your strengths? ☐ You CAN reuse the same essay for multiple applications as long as you are answering the question. ☐ If you are applying for the common app – you can find the essay prompts here

- ☐ Note – some colleges require you to complete additional supplemental essays. Usually these are shorter and are more about why you are a good fit for their college.
- ☐ Find great resources on writing the college essay at [the college essay guy website](#).

Ask for Letter(s) of Recommendation (if needed)

- ☐ Request your Letter(s) of Recommendation from a teacher and/or counselor through Naviance.
 - ☐ ([Login to Naviance](#), then click the “College tab”, “Letters of Recommendation”, and “Add Request” and fill out the form.)
- ☐ Check in with the teacher/counselor (in person or email) to let them know about the request. Be sure to request the letter at least two weeks before the deadline.
- ☐ All letters of recommendation will be uploaded by your teacher and/or counselor to Naviance and sent with your transcript to the college electronically

Request your Transcript

- ☐ Request your transcript through Naviance.
 - ☐ ([Login to Naviance](#), then click the “Colleges I’m Applying to” then the red plus sign, and fill out the form.)
- ☐ Additional steps if you applied through the Common Application:
 - ☐ Complete the FERPA release – be sure to agree and sign on the common application
 - ☐ [Match your Common App account to Naviance](#) – log in and click “match accounts” which is a big pink banner at the top and then enter your Common App username and password.

Apply for Financial Aid

- ☐ **Complete your FAFSA** – the Free Application for Federal Student Aid starting Oct. 1st at <https://studentaid.gov/fsa-id/sign-in/landing>
 - ☐ If you have questions about how to complete your FAFSA – call the FAFSA help line and talk to a REAL PERSON at 1-800-4FED-AID or 1-800-433-3242 or use the online chat
 - ☐ Guide to filling out the FAFSA [in English](#) and [in Spanish](#)
- ☐ **Complete the College Opportunity Fund (COF)** – this is a discount on tuition for Colorado residents.
- ☐ Predict college costs by completing the net price calculator for any college at <https://collegecost.ed.gov/>

Apply for Scholarships

- ☐ **Apply for college specific scholarships.** Start by searching for scholarships on the websites of the colleges you are interested in. ***These are the scholarships you are most likely to win!***
 - Merit scholarships are typically awarded simply by applying to the college, based on GPA
 - Most colleges also have additional scholarships as well. Typically there is one scholarship application you can complete to apply for all the scholarships at once. **In Colorado, most of these are due March 1st.**

Search for outside scholarships on [Naviance](#).

- Once logged in, click on the “College” tab, then “Scholarships and Money”, then “National Scholarship Search”. Enter any eligibility criteria that applies to you, and try running the search multiple times. Heart scholarships to save them for later.

Other great scholarship websites:

- [Denver Scholarship Foundation](#) – has lists of scholarships organized by month

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| | <ul style="list-style-type: none">○ Fast web or College Board's Scholarship Search – fill out a survey to see what scholarships you are eligible for |
| | Compare your Options and Choose your College |
| | <ul style="list-style-type: none">☐ Every college offers different amounts of financial aid and scholarship money. Compare financial aid offers and determine amount of loans needed☐ Most 4 year colleges ask you submit enrollment decision by May 1st. 2 year colleges are much more flexible. |