

Senior College Planning "Cheat Sheet"

This handout is only meant to give a brief explanation of some of the important points in the college application process. **It is not meant to cover everything**, so please refer to the "Senior Booklet" for more detailed information. Also, please do not hesitate to talk with your guidance counselor regarding any questions or concerns you may have!

1. REGISTER FOR THE ACT/SAT

- Paper registration forms and practice tests are in the guidance office. The October ACT registration deadline is September 16. The October SAT deadline is September 9.
- Some schools require that your test scores be sent directly from the testing agency, so to avoid an additional fee later, include college codes when you register.
- Schools will look at the best score. Some schools will combine your best subject scores from different tests. Ask the schools to which you are applying.

2. VISIT COLLEGE CAMPUSES

- Try to visit during days we are not session. Seniors are not in session on Wednesday, October 12th, so that day would be a good visit opportunity. You are permitted to have 3 excused college visit days during the year (it counts against 20/10). There is a form to fill out with your counselor before you go on the visit. The Suburban College fair is at Otterbein University on Sunday, September 18th from 1-3pm.

3. MEET WITH COLLEGE REPRESENTATIVES THAT VISIT DESALES

- Please sign up to meet with the college reps! By attending, you are demonstrating an interest in their institution which they will consider when reviewing your application.
- The dates and times will be posted in senior homerooms as well as on our Guidance website.
- You are permitted to have 5 visits (it counts against 20/10).
- Permission slips must be turned into Mrs. Spinosi at least one day before the scheduled visit.
- You will receive a pass in homeroom the day of the visit.
- Be prepared to interact with the representative and ask appropriate questions.

4. KNOW THE APPLICATION PROCESS AT DESALES

- **APPLY EARLY!!!**
- Applications/Transcript requests must be turned into the guidance office by Friday, November 18th if you want them mailed before Christmas break, although some will need to be turned in before this deadline. If you are applying to OSU, Miami or any other school with a December 1st deadline, we need your materials by Monday, November 14th. All other applications must be turned in at least one week before they are due.
- If you are applying by paper, turn in entire application, including counselor forms, essays, recommendations, application fee, etc, along with an addressed envelope and appropriate postage. Usually, 2 stamps for a letter-sized envelope; 3 stamps for a large envelope.
- If applying online, inform your counselor that you have submitted your application. At that time, bring in counselor form, addressed envelope and stamps, so we can send your transcript. All transcripts must be sent out directly from the guidance office. We cannot give one to you to send since it needs to be "official."
- Give your counselor any acceptance/scholarship letters that you have received.

5. APPLY FOR SCHOLARSHIPS AND FINANCIAL AID

- Many scholarships are available directly from the schools to which you are applying. You can also search for opportunities online. Pay attention to deadlines!
- Any scholarships we receive information about will be advertised in the guidance newsletter and on our website. We have copies for most of these scholarships on hand in the guidance office.
- Apply for the Free Application for Federal Student Aid (FAFSA) after January 1st