

Postsecondary Applications Calendar
12th grade Advisement Activity
Estimated time: 20-30 Minutes

Georgia's Teachers-As-Advisors Framework

Goal 12-2.3 – Identify and participate in ongoing, lifelong-learning experiences to enhance the ability to perform effectively and work in a diverse and changing world.

c. Describe the requirements for transition from one learning level to the next.

Objectives:

- Students will review the postsecondary applications process.
- Students will be better prepared to complete postsecondary arrangements.

Materials: Handout, *A Detailed College Application Calendar* and paper/pencils

Activity:

- *Say:* Good morning, welcome to advisement. Today we are going to review the process you should use to complete your postsecondary applications. Most of you have chosen to continue your education in a public college/university, public technical college or special purpose school. A few of you have decided to join the armed services to continue your education or perhaps enroll in a state registered apprenticeship. *NOTE: At this point you should know the “next step” for all your advisees; therefore, you may have others who have chosen to go directly to work or will enroll in a registered apprenticeship. You might say:* Those of you who will do something other than continue your education at a public or private institution will have forms or applications to fill out-----perhaps an employment application.
- *Distribute the handout, “A Detailed College Application Calendar”*
- *Say:* Now, please count off by fours to make small groups. Group yourself according to your number. The person with latest birthday in the year will be the recorder for the group. You will need two pieces of paper and a pen or pencil--I have some if you need it.
- *Say:* Each group should read the items in the calendar in each month. When there is a question regarding an item or action, record the question. If your “next step” is not going to college and you have a question about your “next step”, please record those questions also. You should turn in your list of questions to me at the end of this session. I will give these to the counselors for a reply. **Optional: These answers will be posted on GACollege411 for each senior advisory group OR I will get your answers back to you either in writing or verbally.**
- *When students have finished. Ask them to turn in their list of questions. Questions will their ticket out the door.*
- *Say:* I hope this has been helpful! See you next time we meet.

A Detailed Postsecondary Application Calendar:

Hopefully, these are some things you have already done. If not, get busy!

- Visit selected colleges either in person or virtually. If you visit in person, schedule a campus tour and an interview with a college admissions representative.
- Finalize your 3-6 colleges. Remember to include a “safety school”, a good “match” and a “reach for” school. Request application and informational packets. Organize your materials. Use GACollege411 to gather this information including the college applications.
 - One or two colleges where you feel you'll most likely get in—a 90-100 percent chance. These are usually called "safeties."
 - Two to four colleges that are overall good "matches"—a 75 percent chance of getting in. These are colleges that fit academically and socially.
 - One or two "reach" colleges—a 25 percent or less chance of getting in. These are colleges that present an admissions challenge.
- List the admissions deadlines for all selected schools.
- If you plan to compete in Division I or Division II college sports, you should register with the NCAA Initial Eligibility Clearinghouse. (see your counselor or coach for more information)
- AP scores should be reported in July to selected colleges, if appropriate
- Register for the September SAT/ACT /TOFEL admissions test, if needed. Register with paper and pencil or on-line (see the counselor for registration materials or go to www.collegeboard.org)

September

- Talk about your college plans and review your transcript with your counselor.
- Get started on your applications right away if you plan to apply through an early decision or early action program. Deadlines for early applications tend to fall in October or November. Check the GACollege411 information on early decision and early action. Use the electronic application process on GACollege411 under the COLLEGE PLANNING tab to “Applications”
- Start working on your college essays, if your school application requires an essay. Most public colleges do not require an essay.
- Update your resume using GACollege411—your list of accomplishments, involvements, and work experiences—with your senior year activities. Your resume will help you complete your applications and essays.

October

- Ask your counselor, teachers, and coaches or employers for letters of recommendation. Give them plenty of time to meet your deadlines and make sure to provide them with stamped and addressed envelopes. Don't forget to write thank you notes for their time and assistance.
- Take ACT/SAT tests. Make sure your scores are sent to each of your colleges. Use GACollege411 to “test prep” for admissions test.
- If you are applying under an early decision or early action program, be sure to get all forms in as soon as possible. Applying online might be the right option for you. Access more information from GACollege411 under COLLEGE PLANNING, to Prepare for College to, “Early Enrollment.”

November

- Make sure your early decision and early action applications mailed on time.
- Complete your college essays, if appropriate. Proofread them. Ask a language arts teacher to proofread your work to avoid errors.
- Be sure letters of recommendation are sent on time to meet school deadlines.
- Mail applications as early as possible for colleges with rolling deadlines. Make copies and file.
- Take ACT/SAT tests. Make sure your scores are sent to each one of your colleges. Some schools will not accept the scores on your transcript. Save yourself time by having them sent directly to your selected colleges when register for the test.

December

- Finish college applications before winter break if possible. Make copies.
- Take ACT/SAT tests. Make sure your scores are sent to each one of your colleges.
- Early decision and early application responses may arrive this month.

January

- Early decision and early application responses may arrive this month.
- Some colleges include your first-semester grades as part of your application. This is called the mid-year grade report. Ask your counselor to send your grades to colleges that require them. You should keep up with which colleges require this report.

February

- Confirm with selected colleges that all necessary application materials have been received.
- Don't get senioritis! Many college students do not have adequate academic preparation, and end up in remedial courses. More than one quarter of the freshmen at four-year colleges and nearly half of those at two-year colleges never make it to graduation. Continue to take a demanding course load---don't slack up just because you are a senior!

March

- Some admissions decisions may arrive this month. Read and keep everything you receive. You may be asked to provide additional information. Don't hesitate—do it immediately! If you have questions, call the admissions director or financial aid director at the selected college. You may want to use the College Board's "Compare Your Financial Aid Package" tool at http://apps.collegeboard.com/fincalc/compare_aid.jsp

April

- Most admissions decisions and financial aid award letters arrive this month. Read everything you receive. Some of it may require you to do something. Don't hesitate, do it immediately.
- Make your final decision, and mail your enrollment form and deposit check to the school you select before May 1 (the enrollment deadline for most schools).
- Notify each of the schools to which you were accepted that you will not be attending in writing. For those schools that accepted you but you will not attend, please notify them in writing that you will not be attending their institution.
- If you have been placed on a waiting list? You should contact the admissions office and let them know of your continued interest in the college. They may request additional information like spring semester grades and activities.

May

- AP Exams are administered. If you are taking AP classes, check the testing schedule for dates and times.
- Be sure your AP Grade Report is sent to your college.
- Study hard for final exams. You are too close to mess up now! Spring semester grades do count!
- Remember to thank those that provided assistance in this process.

June

- Ask your counselor send your final transcript to your college choice. Be sure to follow the suggested protocol for having your final transcript sent to the college.
- If you plan on competing in Division I or Division II college sports, be sure your counselor sends your final transcript to the NCAA Initial Eligibility Clearinghouse.
- **Summer**
- Make travel plans. Book early for the best prices.
- Finalize your housing plans.
- Shop for items you will need in college.
- Make sure to sign up for first-year orientation.

NOTE: This calendar was adapted from College Board at www.CollegeBoard.org. It is only a general guide and will not apply to all colleges. Consult application materials, admissions offices, and institution websites for the specific requirements and deadlines for each of your colleges.