College and Career Checklist: 12th Grade

Complete August through Early December (fall):

1. ______ Continue discussing your future educational/career goals with family
   • Review progress and adjust as needed
   • Discuss what type of support you need to achieve your goals

2. ______ Prepare for FAFSA and all the steps involved
   • Determine which parent’s information will be used to complete the FAFSA
   • Parent(s) and student must complete their tax returns to fill out FAFSA (Free Application for Federal Student Aid) if required to file. Visit https://www.irs.gov/uac/do-i-need-to-file-a-tax-return to determine if you need to file taxes
   • Attend tax preparation session available throughout the community such as VITA/United Way

3. ______ Attend College Night at Golden Gate High School on September 16th

4. ______ Visit: https://fsaid.ed.gov and apply for a FSA ID. Your parent that is completing the FAFSA with you will also need to apply for their own FSA ID

5. ______ Attend Financial Aid and Scholarship Night at your high school (dates posted on CCPS website)  
       http://www.collierschools.com

6. ______ Attend Parent/Student night at school

7. ______ Find out what kind of essays and supplemental material are required for college applications
   • Develop a personal statement/essay
   • Ask teachers, counselors, coaches, or other adults for Letters of Recommendation early and give them at least a two-weeks to a month period to complete
   • Find out what standardized tests your chosen colleges/universities prefer and accept

8. ______ Update your resume to reflect new activities and opportunities

9. ______ Retake the SAT/ACT as needed
   • Check SAT, SAT Subject Tests, and/or ACT testing dates schedule
   • Mark your calendar with registration deadlines and test dates
   • Register for tests
     o Visit: http://sat.collegeboard.com/register/sat-dates
     o Visit: http://www.actstudent.org/regist/dates.html
     o Fee waivers available for students on free and reduced meals. Speak with your school counselor or register online with Collier County Public Schools
   • Prepare for test using SAT/ACT prep courses
     o www.Majortests.com
     o www.act.org
     o www.collegeboard.org
     o www.princetonreview.com
     o www.number2.com
     o www.KhanAcademy.com

    • Attend the FAFSA completion events at any Collier County Public Schools site (dates and locations posted on CCPS website) to receive assistance

11. ______ Complete college admissions applications by the priority deadlines (late October)
    • Continue writing application personal statements/essays
    • Understand the differences between applications deadlines (early decision, early action, priority, rolling, etc.)
    • Many colleges/universities waive application fee if you qualify for SAT/ACT test waiver
12. Start applying for scholarships early and all throughout the school year as deadlines vary
   • Community Foundation of Collier County: http://www.colliercountyscholarships.org/
   • Florida Bright Futures Scholarship Program: www.FloridaStudentFinancialAid.org
   • Raise.me Micro Scholarships: https://www.raise.me/
   • SallieMae Scholarship: https://www.salliemae.com/college-planning/college-scholarships/

13. Continue working on community service hours and other volunteering opportunities
   • You need 30 Community Service Hours to qualify for the Florida Gold Seal Scholarship, 75 hours to qualify for the Florida Medallion Scholarship and 100 hours to qualify for the Florida Academic Scholarship
   o Prior to volunteer meet with your school counselor for approved sites and to get desired site approved.
     You will obtain the community service form from your school counselor
   • Make sure community service hours appear on your transcript

14. If you plan to work after graduation with no further education, research companies and career fields that hire students right out of high school and/or offer tuition reimbursement programs
   • Most employment applications are completed online
   • A job- or position-specific resume will be valuable to provide to employer
   • Most companies include an in-person interview as part of the hiring process

Complete Mid-December through February (winter)
15. Determine if you need to send mid-year high school transcripts to colleges as part of your college application packet
   • Schools also require final official transcripts, which will only be available after graduation

16. Confirm that colleges and universities received all necessary documents

17. Continue applying for scholarships

Complete March through June (spring):
18. Continue to complete community service hours for Bright Futures and other scholarships

19. Talk to financial aid office at school(s) you are considering about your financial aid package

20. Write Thank You notes to people who wrote Letters of Recommendation or helped you throughout this year

21. Finalize preparation and planning to respective postsecondary program
   • Fill out any remaining documents
   • Confirm housing arrangements, moving timeframe, meal plans, course selection, etc.
   • Choose orientation date and prepare for enrollment process
   • Find a summer job to have a little extra money for school/living expenses and school supplies
   • If you still need money for post-high school program, apply for student loans, jobs etc.

22. If going into the workforce, continue to search and apply for jobs, especially those offering professional development and educational opportunities
   • Update resume
   • Arrange and schedule interviews
   • Secure a job prior to graduation

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