



## College and Career Checklist: 12<sup>th</sup> Grade

### **All Year**

**Be mindful of POSTS**, pictures, and comments on Facebook, Twitter, Instagram, Snap Chat, and all other social media sites. Your digital footprint never goes away, and colleges may have access to some or all of what you post.

**Finish earning volunteer COMMUNITY SERVICE HOURS** so you can qualify for college scholarships - check the Champions For Learning website for places you can volunteer.

- Visit your school counselor for approved sites or to get desired site approved prior to volunteering
- Obtain the community service form from your school counselor
- To qualify for the various levels [of Florida Bright Futures Scholarship -](#)
  - You need 30 Community Service Hours to qualify for the Florida Gold Seal Scholarship
  - 75 hours to qualify for the Florida Medallion Scholarship
  - 100 hours to qualify for the Florida Academic Scholarship

**Continue researching COLLEGE OPTIONS** by taking virtual tours of Florida's colleges and universities. See [Florida Shines](#) for these campus tours. Find the average GPA of admitted freshmen at your favorite schools to see how you measure up.

**Have regular discussions** with your family on your plans for the future, the college selection process, testing requirements, and financial assistance as you learn about these things from Champions For Learning and your school counselor.

### **Quarters 1 and 2**

**\_\_\_ 1. Prepare to complete the FAFSA (Free Application for Federal Student Aid (FAFSA) when it opens 10/1:**

- In order to complete the FAFSA, Parent(s) and student must complete their tax returns) 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
- Parents must allow at least three weeks from the time they file their taxes to the time they can use the retrieval tool to import tax return information to the FAFSA form
- Determine which parent's information will be used to complete the FAFSA <https://studentaid.ed.gov/sa/fafsa/filling-out/parent-info>

- Complete an FSA ID for student and parent, which will be needed to submit the FAFSA <https://fsaid.ed.gov/>

\_\_\_ 2. **Attend Financial Aid and Scholarship Night** at your high school (dates posted on Collier County Public Schools website)

\_\_\_ 3. **Ask teachers, counselors, coaches, or other adults for Letters of Recommendation** early and give them at least a two-week to a month period to complete. When you request teacher recommendation, provide your teacher with the following information:

- Your academic strengths
- Your personal strengths
- Things you want the college admissions committee to know about you
- Specific things you'd like your recommender to mention in the letter

\_\_\_ 4. **Complete your college essay** (personal statement).

\_\_\_ 5. **Update your resume** to reflect new activities and opportunities.

\_\_\_ 6. **Retake the SAT or ACT, if needed.** Remember you need to register in advance for an early fall retake. Obtain a fee waiver from your school counselor. If you have testing accommodations, be sure to [submit your request](#) seven weeks prior to the late registration deadline. Your guidance counselor can help you with this as well.

- Register for the SAT: <https://collegereadiness.collegeboard.org/sat/register/dates-deadlines>
- Register for the ACT: <https://www.act.org/content/act/en/products-and-services/the-act/registration.html>

\_\_\_ 7. **Develop an SAT and ACT study plan.** Check in with Champions For Learning staff or email [Lab@championsforlearning.org](mailto:Lab@championsforlearning.org) to see if we'll be offering free spring SAT or ACT tutoring. Otherwise, use these online prep courses:

- [Major-tests.com](https://www.major-tests.com)
- [act.org](https://www.act.org)
- [collegeboard.org](https://collegeboard.org)
- [princetonreview.com](https://www.princetonreview.com)
- [number2.com](https://www.number2.com)
- <https://www.khanacademy.org/SAT>

\_\_\_ 8. **Complete the 2021-2022 FAFSA** (opens 10/1 /2021) <https://fafsa.ed.gov/>

- To receive assistance, attend the FAFSA completion events at any Collier County Public Schools site (Dates and locations posted on CCPS website) or attend the Champions For Learning FAFSA workshop

\_\_9. **Complete the Florida Financial Aid Application (FFAA)** (opens 10/1/2021) to apply for state scholarships

<https://www.floridastudentfinancialaidsg.org/SAPHome/SAPHome?url=home>

\_\_10. **Complete college admissions applications** by the priority deadlines (early October)

- Be sure to understand the [difference between rolling admissions, and early and regular decision deadlines](#)
- Many colleges /universities waive application fee if you qualify for SAT/ACT test waiver. You can also ask your school counselor for an application fee waiver
- Find out what standardized tests (SAT or ACT) your chosen colleges/universities require and be sure to send those scores to the college.

\_\_11. **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: [FloridaStudentFinancialAid.org](http://FloridaStudentFinancialAid.org)
- Other state scholarships: <https://www.floridastudentfinancialaidsg.org/SAPHome/SAPHome?url=home>

\_\_12. **Apply for your Bright Futures Scholarship** by December 1, 2021.

### **Quarters 3 and 4/College**

\_\_13. **Send mid-year high school transcripts to colleges** as part of your college application packet (Schools will also require final official transcripts, which will only be available after graduation).

\_\_14. **Confirm** that colleges and universities have received all necessary documents.

\_\_15. **Talk to financial aid office at the colleges** or schools you are considering about your financial aid package.

\_\_16. **Write thank you notes** to people who wrote Letters of Recommendation or helped you this year.

\_\_17. **Finalize preparation and planning** to respective postsecondary program

- Fill out any remaining documents
- Choose orientation date and prepare for enrollment process
- Find a summer job to have a little extra money for school/dorm and school supplies

- If you still need money for post-high school program, apply for student loans or work-study jobs
- Confirm housing arrangements, moving timeframe, meal plans, and course selection

### **Quarters 3 and 4/Work Force**

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.

- Look for and apply for positions online
- Personalize your resume for each job so that it is job- or position-specific
- Practice interview skills

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