

High School to College Transition Checklist

9th Grade - Freshman

- Meet with your counselor to discuss your college aspirations. Review your schedule with him/her to make sure you're enrolled in challenging classes.
- Visit college Web sites. Research the admissions requirements (courses and tests) of colleges that you might be interested in attending so you can take appropriate classes.
- Get involved in extracurricular activities that interest you.
- Attend college fairs in your area.
- Visit college campuses. Camps and clinics are a great way to do this.
- Talk to your counselor and search online for summer programs for high school students hosted by universities.
- Begin to think about your college financial plan.
- Start to develop strong study habits.

10th Grade - Sophomore

- Meet with your counselor to review your college aspirations. Discuss your schedule with him/ her to make sure you're enrolled in challenging classes.
- Continue visiting college Web sites. Research the admissions requirements (courses and tests) of colleges that you might be interested in attending so you can take appropriate classes.
- Sign up for the PSAT/NMSQT (reference their website for date) and/or PLAN (reference their website for date). Ask your counselor which date is offered at your school. Get free online PSAT/NMSQT practice.
- Become more involved with your extracurricular activities. Seek leadership or officer positions within the activities that interest you.
- Attend college fairs in your area, visit college open houses to learn more about specific programs and colleges for what type of university you like and to get a feel for the type of college atmosphere you like.
- Check with your counselor and search online for summer school programs for high school students hosted by universities.
- Look for other great summer opportunities such as an internship, job, volunteer work, etc.
- Start a list of characteristics you want in your college – size, location, academic programs, reputation, value, etc.
- Talk to your parents and family members about different colleges, reasonable costs, and discuss future options.
- Continue to develop strong study habits.



High School to College Transition Checklist

11th Grade - Junior

- Meet with your counselor to evaluate your college aspirations. Review your schedule with him/her to make sure you're enrolled in challenging classes. Discuss your senior year course plan and, if your school offers them, enroll in honors or AP/IB classes. Verify that you're meeting colleges' admission requirements.
- Begin brainstorming about possible colleges and majors. To do so, start a list of your personal abilities, strengths, talents, preferences, qualities, and interests.
- Research majors and careers that interest you. Review admission requirements for specific majors at various colleges.
- Stay involved in your extracurricular activities. Continue to seek leadership or officer positions that require a greater time and responsibility commitment within the activities that interest you.
- Continue searching college Web sites to find schools with the characteristics that are right for you - size, location, academic programs, reputation, value, etc.
- Develop a list of 15-20 colleges that interest you.
- Register and take the PSAT/NMSQT or PLAN in October, register for ACT/SAT tests, practice for ACT/SAT tests. ACT/SAT preparatory classes and materials can be expensive. Practicing on your own with official practice problems found online on the ACT or SAT Web site can be just as helpful.
- Search for local, state, and national scholarships. Start writing essays and compile a list of people, such as teachers and extracurricular activity advisors, who would write a recommendation letter.
<http://careerinfonet.org/scholarshipsearch>
- Visit colleges throughout the school year and the summer.
- Continue to utilize and improve your strong study skills.

12th Grade - Senior

- Narrow your list of colleges to 5-10. Get an application and financial aid information from each. Visit as many of those colleges as possible before applying.
- Continue adding important dates, including test dates, application deadlines, financial aid deadlines, etc.
- Finish college admissions applications and ask your parents, counselor, and/or English teacher to proofread and edit your essays.
- Apply to colleges early.
- Meet with your counselor to verify which colleges you intend to apply in order to send out your high school transcript and test scores. Follow up with your counselor to make sure he/she sends this information.
- Contact each college to verify receipt of all your application materials & check the status of your application.
- Apply for financial aid by submitting the Free Application for Student Aid (**FAFSA.gov**) by March 15.
- Continue searching and applying for scholarships. **<http://careerinfonet.org/scholarshipsearch>**
- Rank in order of your preference the colleges to which you've been admitted and evaluate your options.
- Visit your first choice college before accepting an offer of admission from any college.
- Notify each college of your decision by May 1.
- After graduation, ask your high school to send a final transcript to your college.

