

College Application Checklist

Keep Track of Your Applications

Use this college application checklist and stay on top of your application tasks, paperwork, and deadlines.

Application Checklist	College 1	College 2	College 3
Applications			
Request info./application			
Regular application deadline			
Early application deadline			
Safety? Regular? Reach?			
Grades			
Request H.S. transcript sent			
Request midyear grade reports sent			
Test Scores			
ACT/SAT® required			
ACT/SAT Subject Tests™ required			
Release ACT/SAT Subject Test Scores			
Send ACT/SAT Scores			
Send AP® Grades			
Letters of Recommendation			
Request recommendations			
Send Thank You notes			
Essays			
Write essay(s)			
Proof essay(s) for spelling and grammar			
Have two people read your essay(s)			
Interviews			
Interview at college			
Alumni interview			
Send Thank You notes to interviewer/s			

Application Checklist (continued)	College 1	College 2	College 3

Send and Track Your Application			
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Make copies of all application materials			
Apply online			
Include application fee			
Sign application			
Confirm receipt of application materials			
Send supplemental material, if needed			

Financial Aid Forms			
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Priority financial aid deadline			
Regular financial aid deadline			
Mail FAFSA			
Mail PROFILE, if needed			
Mail institutional aid form, if needed			
Mail state aid form, if needed			

After You Send Your Application			
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Receive admission letter			
Receive financial aid award letter			
Send deposit			
Good luck!			

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