College Requirements Checklist

As your students narrow down their college list and begin to prepare for the application process, it can be helpful for them to have all of the information in front of their eyes, and to possibly share that information with their parent/guardian.

COLLEGE NAME			
Application Method (Coalition powered by Scoir, Common App, College, Other)			
Application Fee			
DEADLINES			
My Deadline Choice & Date (ED, EA, RD, Rolling)			
RECOMMENDATIONS (if required)			
Teacher Name 1			
Requested Date			
Thank you Sent			
Teacher Name 1			
Requested Date			
Thank you Sent			
TESTING			
Policy (SAT/ACT Tests Used Always Required Sometimes Required Never Required Flexible Ignored)			
Dates SAT Scores Sent			
Date ACT Scores Sent			
ESSAYS (if required)	**DATE COMPLETED**	**DATE COMPLETED**	**DATE COMPLETED**
Personal Essay (main essay)			
Supplemental Essay 1			
Supplemental Essay 2			
ADDITIONAL MATERIALS (Audition, Portfolio, Resume, etc)	**DATE SUBMITTED**	**DATE SUBMITTED**	**DATE SUBMITTED**
Item 1			
Item 2			
FINANCIAL AID DOCUMENTS			
Submitted FAFSA			
Submitted CSS Profile			
Requested Application Fee Waiver			
OFFICIAL DOCUMENTS			
Request Initial Transcript			
Request Secondary School Report			
Request Midyear Report			
SEND & TRACK			
Preview & Save a Copy of the Final Application			
Application Signed & Submitted			
Application Fee Sent (if applicable)			
Additional Items Sent			

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