

Senior Year Timeline for College Applications

All seniors need to pay particular attention to the following dates. Seniors and parents are encouraged to check the website and Friday Flash for ongoing and updated news and information as we proceed through the school year.

August

- Meet with college counselor
- Learn how to request transcripts from college counseling office
- Review SAT and ACT scores and decide if they will be needed for the colleges on your list
- Narrow down list of colleges
- Link Common App to Naviance if applicable
- Pay close attention to deadlines

<u>September</u>

- Work on application
- Work on essays
- o Update Resume
- Check college visit list and attend visits from schools you are applying to

October

- o FAFSA application opens October 1st
- Finalize applications if applying early action or early decision
- Deadlines for scholarship for all schools that are applying
- Be aware of Nov. 1st and 15th early action and early decision deadlines

November

- Verify that all your application materials have been received
- Remember November 1st and 15th college deadlines

<u>December</u>

 All college applications should be finished and submitted before Winter Break

January

- Sign up for orientation if college plans are finalized
- On campus housing application due date
- More scholarship application become available (check Naviance for list of scholarships)

February

- Continue working on merit scholarships
- Decision letters are sent

March/April

- Make your final choice
- Discuss financial aid package with college if necessary
- Notify schools you have not selected that you have made another choice
- Continue scholarship applications

<u>May</u>

- Decision Day May 1st
- Make your college deposit
- Get immunization records and proof of insurance
- Turn in housing questionnaire
- Complete senior survey in Naviance
- Confirm with counselor where to send final transcript
- Sign up for orientation



TRIVIUM PREPARATORY ACADEMY

A Great Hearts Academy

2001 North Bullard Avenue | Goodyear, AZ 85395 | Office: (623) 866-4730 | Fax: (623) 866-4729 | www.triviumprep.org

Roles & Expectations

The College Counseling Department at Great Hearts believes in identifying the role of the student, parent and counselor in the College Counseling Process. Each person in this process has a very specific role and expectations.

The responsibilities of the students are to:

- Take an active and leading role in the process
- Keep college counselor abreast of their individual college tracker
- Pay attention to announcements/e-mails/meeting requirements from counselors
- Ask teachers to write recommendations. This should be done in the spring of junior year and reconfirmed in August of senior year.
- Check-in with parents and reinforce partnership throughout the process
- Seniors are required to meet with their college counselor for individual meetings through out fall semester
- Students must have their applications ready to submit at least two weeks before the college's official deadline: i.e. if you are applying ED and the deadline date is 11/1 then the application needs to be done 10/18. **Please note that many applications may occur on January 1, when Great Hearts is on break. When this occurs, the student is responsible for having their application ready to send out two weeks before the beginning of Great Hearts vacation. It is our expectation that all applications will be completed before Winter Break.

Parent Initial Student Initial

- Review your transcript
- Keep their college list current in Naviance
- Keep their college counselor informed about progress, problems, acceptances and final college choice.
- The student needs to take responsibility for following procedures and MEETING THEIR DEADLINES!

The responsibilities of the parents are to:

- Continue to guide, support, and trust your son or daughter
- Encourage your son or daughter to take the lead
- Be an objective participant in the process
- Use positive language
- Keep counselor informed about any questions or concerns you may have so we can work collaboratively on behalf of your child



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The responsibilities of the counselor is to:

- Counselors will complete secondary school reports, school profiles, advise and review college list.
- Counselors will develop relationships with admissions and encourage admissions representatives to visit our school.
- Assist in developing relationships between student and admissions representatives
- Application seminars and time with college counseling during lyceum
- Reviewing college essays
- Support materials containing the following will be sent to colleges to which you apply:
 - ✓ Secondary school report
 - ✓ Counselor's student profile
 - ✓ Transcript
 - ✓ Teacher recommendations
 - ✓ School profile
 - ✓ College Counseling written evaluation (Counselor Recommendation)

Student Printed Name

Parent Printed Name

Student Signature

Parent Signature

Counselor Printed Name

Counselor Signature