

## Junior College Planning Checklist Fall / Winter / Spring

### ALWAYS

- Discuss college/military/career path plans with your parents
- Keep your grades up and take the necessary courses for graduation
- Do volunteer work, community services and extra curricular activity hours and log them
- Search and apply for scholarships (i.e. GoingMerry.com, Fastweb.com)

### IF YOU HAVEN'T ALREADY

- Create an email specific to your school application and scholarship process. This will help keep all of your related communications in one place- Ex. [AmySmithGoes2College@gmail.com](mailto:AmySmithGoes2College@gmail.com)
- Create an electronic and/or paper file to house all college related communications
- Join the **2022 GRAD Google Classroom** hosted by the College & Career Center (CCC) -Class Code: akvfneo
- \*Strengthen your College List\* 10-12 schools*
  - Talk to people who attended the colleges on your list
  - Visit/Virtual tour your top campus choices
  - Follow top choices on social media/YouTube
- Be sure you have your social security number & school CEEB Code:030348

### FALL

- Meet with your counselor to review your transcripts and verify courses are on the right track for graduation/college. Determine what you still need to take.
- Focus on your grades, even if they are not that great so far, colleges like to see an upward trend.
- If you didn't already take the PSAT in 10th grade, sign up and take it. This is the qualifying test for National Merit Scholarships, National Scholarship Service, Fund for Negro Students and National Hispanic Scholar Recognition Program.
- Participate in College Fairs - Virtual or in-person
- Start a personal electronic/paper file
  - Develop a resume
  - Keep track of your accomplishments, awards, activities, work experience.
  - Create a log to record your community service/volunteer hours
  - Master list for usernames/passwords for all new college related accounts
- Join clubs and organizations
- Prepare for the SAT or ACT Plan to take at least one of them. ACT is typically given to all Juniors in the spring. Ask your counselor if you qualify for a fee waiver.

### WINTER

- Gather college and university information; application procedures, entrance requirements, tuition, fees, housing, etc.
- Discuss your PSAT score with your counselor.
- Register for SAT if you plan to take it in spring and consider prep classes
- Bolster your community service/volunteer hours, club or sports activities
- Explore summer high school programs on college campuses you are interested in, it's a great way to find out what college life is all about.  
-Program application deadlines are in early spring for summer courses

### SPRING

- Study for ACT/SAT tests
- Begin (or continue) to work on scholarship applications. (GoingMerry.com)

- Visit your top choice colleges. Get absence form from CCC to ensure excused school absence if during school.
- Think about letters of recommendation- Complete the Letter of recommendation request form from CCC and give to a teacher, coach or activity leader you know well that will write you a glowing letter!
- Discuss your college essay with your English teacher. Athletes, register with NCAA Clearinghouse if applicable
- Write letters of intent for military service academies if applicable
- Meet with your counselor to review your Senior year course selections and graduation requirements.
- Look for a summer job or internship that is inline with your career objectives to gain experience in the field you want to pursue.
- Students who plan to apply for Early Decision should complete all testing in the spring.

## **SUMMER**

- Compose drafts of your college essay. Proofread and review at least three times. Have a teacher or parent review as well..
- Practice filling out college applications and then complete any applications if/when you are ready
- Continue to apply for scholarships
- Do something extra with your resume in mind

## **TIPS**

DON'T Procrastinate  
 APPLY for Scholarships  
 Keep your grades UP  
 Volunteer and participate in clubs  
 REACH OUT if you need help!

**Your QCHS counselors and College/Career Specialist and Advisors are always available to assist you, answer questions and help you navigate the transition from High School to College.**

*\*When you complete steps marked with \* you may be eligible for College Board Opportunity Scholarships. Learn more by logging in at [cb.org/opportunity](http://cb.org/opportunity).*