

# Class of 2013

## SENIOR ASSEMBLY

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### 10 Steps to a Successful College Application Process

**Step #1: Be Aware of Deadlines**

- See attached chart of Transcript Release Form deadlines

**Step #2: Get Organized**

- Use attached chart to keep track of deadlines, passwords, requirements
- Use your smartphone to set deadline alerts

**Step #3: Understand Application Options**

- See attached chart for Admission Option Definitions

**Step #4: Refine Your College List**

**Step #5: Know the Application Process**

You are responsible for:

- The Application and Fee
- Essay (if required)
- Asking for Teacher/Counselor Recommendation(s) (if required)
- Sending ACT and/or SAT scores to colleges
- Completing Transcript Release Form for each college you apply to

LHS is responsible for:

- Sending your transcript, recommendation letters and Common App forms (if needed) to colleges

**Step #6: NAVIANCE!**

- **Username:** **firstname.lastname**                      **Password:**      **Your 6-digit LHS ID #**
- Update Email Address
- Update List of “Colleges I’m Thinking About”
- Check Out Colleges Visiting LHS – GET PASS SIGNED BY TEACHER ONE DAY AHEAD
- If you need a Teacher Recommendation Letter:
  - Politely ask teacher, and say THANK YOU
  - If you have already asked, gently remind them
  - After they have agreed to write letter, add their name to Naviance under “Colleges I’m Applying To”
  - Complete Teacher Recommendation Form on Naviance
- If you need a Counselor Recommendation Letter:
  - Complete Counselor Recommendation Form on Naviance
  - Meet with counselor
- Track Application Status under “Colleges I’m Applying To”
- If using the Common Application:
  - Create your account at [www.commonapp.org](http://www.commonapp.org)
  - On Naviance, complete the “Important Privacy Notice” under “Colleges I’m Applying To” (we encourage you to say “Yes, I waive my right to access...”)
  - On Naviance, enter your Common App username and password. Make sure it is correct!
- Start Your Scholarship Search
  - Use Naviance to research local/regional scholarships
  - Use websites like [www.fastweb.com](http://www.fastweb.com), [www.scholarships.com](http://www.scholarships.com) to research national scholarships
  - Check with colleges to see what scholarships they offer

**Step #7: Work on Your College Essay**

- Attend our Senior Lunch 'n' Learn Workshop on Writing the College Essay
  - Thursday, September 27 – Periods 4, 5
  - Friday, September 28 – Periods 6, 7
- Essay help available in the CRC and The Write Place
- Starting October 9, 8<sup>th</sup> period Tuesdays and Thursdays in CRC

**Step #8: Attend CRC Programs**

- September 6 Parents of Seniors College Night, 7:00 p.m. in LHS Studio Theatre
- September 10 NCAA Eligibility Night, 7:00 p.m. at Stevenson
- September 19 U of Illinois Night at D128, 7:00 p.m. in VHHS Studio Theatre
- September 27-28 *College Essay Lunch 'n' Learns*
- October 1-2 *Putting Together a Great Application Lunch 'n' Learns*
- November 13 Financial Aid and Scholarships Program, 7:00 p.m. in LHS Studio Theatre

**Step #9: Attend College Fairs**

- September 29 Chicago National College Fair – Navy Pier, 11 am – 3 pm
- September 30 Milwaukee National College Fair – Frontier Center , 12 noon – 3:30 pm
- October 18 ICE College Fair at CLC – CLC Fieldhouse, 6 – 8 pm
- October 25 CHOICES College Fair for Students with Disabilities, Maine South H.S.
- November 17 New Horizons Tech Fair at LHS, 6:30 – 8:30 pm

**Step #10: Visit College Campuses**

**Other Important Notes:**

*November 1 Priority Deadline*

University of Illinois – Urbana-Champaign

Indiana University

University of Wisconsin – Madison

*November 15 Priority Deadline*

Illinois State University

Purdue University

*November 30 Deadline*

University of California System

- **Pay attention to the Fine Print!**
- **Make sure your email address and voicemail message are appropriate. Check your email often.**
- **Like us on Facebook!**
- **Avoid Senioritis.**
- **Do NOT wait until the last minute to complete application.**
- **Talk with your counselor often. Meet with college reps in CRC.**
- **Utilize Naviance.**
- **Breathe.**