

## THE COLLEGE ADMISSIONS PROCESS FOR SENIORS

Below are some guidelines to help seniors complete the college admission process.

### Steps:

1. **Meet with Guidance Counselor.** All seniors need to meet with his/her guidance counselor for several reasons. They include, checking their schedule, graduation requirements, career interests, college interests, as well as obtaining information about college applications and scholarships.
2. **Identify colleges that meet the students' needs.** Resources are available in the guidance office, through Naviance or on the internet to assist with this process. September, October
3. **Visit the schools of the student's interest.** Often the best way to know whether a school meets the student's needs is to visit the campus. Interviews with the admissions staff are highly recommended. Some local colleges will waive the application fee if the interview has been completed. September, October
4. **Complete college applications:** Most students will need to complete the Common Application or the SUNY application. These applications are all on line and there are links to the websites on Naviance. September, October
5. **Request that a minimum of two teachers write recommendations.** Students should ask their chosen teachers **early**. After asking the teacher for a letter of recommendation students need to go to Naviance and submit the teacher request. September, October
6. **Take the entrance exams.** Be sure that the student has taken the appropriate college entrance exams (SAT or ACT). Spring of Junior year and if needed fall of Senior year
7. **Complete the application for admissions.** Be sure to complete all optional parts on college applications. This information is used to help set up a part from other candidates. Students should spend quality time on the essay if required. Remember, the more competitive colleges review essays as a means to learn more personal information about the student. This can often help a student obtain acceptance. November, December
8. **Submit applications online and let the guidance office know.** We send a transcript, the letters of recommendations, school profile and school report form electronically. If we do not know you have submitted your application, we cannot submit our portion. Please keep us informed. October-January
9. **Maintain acceptable grades during the senior year.** Colleges expect that seniors will do well and come to college prepared to study. If a senior slacks off too much they may lose many of the good study habits they developed.
10. **Determine which financial aid forms the college requires.** Create the necessary accounts on line to complete the appropriate financial aid applications. CSS Profiles are available in September and are required by some colleges, but not all. FAFSA's are available in December. Be sure to know the deadline for submission. Deadline dates vary by college. Financial aid forms require that the parent and student report the previous year's income. Websites can be found in Naviance.