

# 12th Grade \* Planning - Fall

Throughout the year, be sure to send your College & Career Counselor proof of every scholarship offer, acceptance, full-time job offer, military enlistment, and FAFSA completion!

## August – October

- Complete the Beginning of Year Senior Survey (*mandatory for all seniors in August*)
- Connect to what's happening on campus - Join your College & Career Counselor's Remind, check school email, listen to announcements, etc.
- Continue to document volunteer hours and work hours with your School Counselor
- Check in with your School Counselor to ensure you're on track for graduation
- If you haven't already, create a professional, personal email to use for just Common App, FAFSA, college applications, employment applications, your College Board and ACT accounts, FFAA, and other career-related tasks. *This will limit the amount of Spam and junk mail in your inbox to help you keep up with important communication!*
- Be sure you know how to write a professional email – click here to learn tips and tricks!
- Learn how to scan an item as a PDF on your phone, save it, and email it as an attachment
- Complete the Alternate Income Verification Form to see if you are eligible for application, ACT, and SAT fee waivers
- Purchase your cap and gown
- Be sure you know the timeline for the path you want to pursue after high school
  - Enroll –
    - *Applying to 4-year colleges?* Check out these resources and month-by-month checklist to help you stay on track! Here are some things to think about...
      - You want all of your applications submitted by the financial aid priority deadline (this can be as early as November 1st)
      - Connect Xello to Common App
      - Be sure to request transcripts or fill out the SSAR/Spark, depending on how each school prefers your academic record
      - Request all letters of recommendation you will need
    - *Applying to 2-year colleges or trade schools?* Check out these resources to help you find the best programs and schools for you!
  - Enlist - click to view additional resource and timelines!
  - Employ - click to view additional resource and timelines!
  - Explore - click to view additional resource and timelines!
- Complete the FAFSA application (opens October 1st)
- Create your FFAA account (opens October 1st)

Future  
Ready!

## November – December

- Apply for the Education Foundation scholarship
- Retake the ACT and SAT if you are not happy with your scores
- Follow up with all application portals to ensure more information is not needed