

## College application checklist

Use this checklist to help you stay on top of your application tasks, paperwork, and deadlines.

	College 1	College 2	College 3
<b>Application Checklist</b>			
<b>Applications</b>			
Request info/application forms			
Regular application deadline			
Early application deadline			
<b>Grades</b>			
Request high school transcript sent			
Request midyear grade reports sent			
<b>Test Scores</b>			
Send SAT® scores			
Send SAT Subject Test scores			
Send ACT scores			
Send AP® scores			
<b>Letters of Recommendation</b>			
Request recommendations			
Send thank-you notes			
<b>Essays</b>			
Write essay(s)			
Proof essay(s) for spelling and grammar			
Have two people read essay(s)			
<b>Interviews</b>			
Interview at college			
Alumni interview			

# College application checklist (page 2)

	College 1	College 2	College 3
<b>Application Checklist</b>			
Send thank-you note(s) to interviewer(s)			
<b>Send and Track Your Application</b>			
Make copies of all application materials			
Apply online			
Include application fee			
Sign application			
Confirm receipt of application materials			
Send supplemental material, if needed			
<b>Financial Aid Forms</b>			
Priority financial aid deadline			
Regular financial aid deadline			
Mail FAFSA			
Submit CSS/Financial Aid PROFILE®, if needed			
Mail institutional aid form, if needed			
Mail state aid form, if needed			
<b>After You Send Your Application</b>			
Receive admission letter			
Receive financial aid award letter			
Send deposit			
Send final transcript			

**Source:** *The College Board*