

Month-to-Month Planner for High School Seniors 2009-10

September

- The SAT and/or ACT should be taken early in the fall and you should register to take or retake the appropriate test(s), if necessary.
- Use the Texas Common Application for Admission if you are applying to one of the 35 public universities in Texas. Get a copy of the common application from clicking on the following link and [download a copy now](#), or apply online at www.ApplyTexas.org. Applying online can save you time. Complete the application once and send it directly on to as many of these public universities as you choose. Family Connection is a great resource.
- If you plan to apply to a public community or technical college, contact the school directly for an application. You can find applications for many Texas independent (private) colleges and universities online at www.texasmentor.org (Your Guide to Texas Private Colleges), or contact the college or university directly for an application.

October

- Keep track of the [application deadlines](#). Fill out application forms carefully and neatly. Start thinking about admission essays if required at the institutions to which you are applying. Write a rough draft.
- Choose your references. Colleges often want reference letters from two or three teachers. Pick teachers who know you well. Be sure to thank the teachers for their help.
- Re-take the TAKS test if needed.

November

- If the college you are applying to has a December deadline (deadlines vary), complete your admission application. Give the teachers who are writing letters of recommendation stamped, addressed envelopes for mailing your reference letters.

December

- Check all deadlines for early application and scholarships.
- Make sure all of your school records (transcript) and test scores are sent in time to meet the December deadline. Call to verify that the college or university received your materials. Many colleges now have online ways to check your admission status.
- If the college(s) to which you are applying have later deadlines, go ahead and finish preparing application materials.

January

- Deadlines are near. Make sure your application files are complete.
- Check with the admissions office to find out if more information is needed. Most colleges now have an online status check. Supply any additional information as quickly as possible.
- If you plan to apply for financial aid, you must complete the Free Application for Federal Student Aid (FAFSA). Apply online at [FAFSA ONLINE](#). You may also call 1-800-4FED-AID (1-800-433-3243). You can't apply before January 1, but plan to submit the FAFSA as soon after January 1 as possible. The sooner you submit your FAFSA, the better your chance for a good financial aid package. If you and your parents need help with these forms, contact

the college or university financial aid office. Make sure the form is filled out properly and mailed before the deadline. Keep a copy for your records. Important note for your parents: Prepare your IRS tax return early. This information will be needed to complete the FAFSA. You do not have to submit your tax return to complete the FAFSA but your student will need your information to complete the FAFSA.

February

- Students must take a basic skills test (THEA) before enrolling in a Texas public college or university. This test is **not** used to decide admission, but shows which students need to improve their reading, writing or math skills. Students who need help are directed to developmental education courses or other activities to make sure they are prepared for college-level courses. You may be **exempt** from this exam based on your TAKS, SAT, or ACT scores. Check your student handbook/course guide for exemption standards.

March

- Continue sending other information that your college requests.
- If your college requires you to have a physical exam before you can register for classes, make an appointment for an exam with a doctor and take the appropriate forms from the college.

April

- By the end of the month, the college(s) to which you are applying should have received your applications, letters, test results, and other information. Call to confirm or check online that they have received all of the materials. The application process is over, and the waiting begins. You should receive word on acceptance by the end of the month.

May/June

- Acceptance letters are arriving. Some colleges will ask you to accept or decline an offer of admission. Write to the college you have chosen and say you plan to attend. Also, write to other colleges that accepted you and tell them you will not attend so they can offer admission to another student.
- The college you have chosen will send you more information on orientation dates, housing deposits, course schedules, and information on enrolling. For more tips on calendars and deadlines, check out the [College Board's Planning Calendars](#).
- **Graduation!** After graduation pick up your graduation packet from WHS that will include items needed for college such as immunizations, transcript, test scores, etc.