



COLLEGE & CAREER COUNSELING OFFICE



COLLEGE PLANNING CHECK LIST

I am applying to college! What do I need to do?

Fall of Senior year

- Schedule an appointment with your counselor
- Submit **Form 4-Teacher Recommendation Request**: (2 teachers max)
<https://www.woodstockacademy.org/page/813>
- Request a letter of recommendation form from your counselor:
 - Submit **Form 2-Student Feedback for Counselor Letter of Recommendation**
<https://www.woodstockacademy.org/page/826>
 - Submit **Form 3-Parent Feedback for Counselor Letter of Recommendation**
<https://www.woodstockacademy.org/page/827>
 - Submit your resume
- Fill out the Common App and submit the application to the college
*Be sure to meet the deadline!
- Send SAT/ACT scores to the college (if applicable)
*Check the policy for admission and scholarships if the college is test optional.
- Enter the college in Naviance under “Colleges I am thinking about”
- Complete the “Match Accounts” in Naviance under “Colleges I am Applying to.” (You are linking your Common App and Naviance accounts)
- Submit **Form 1-College Application Notification Form** (Prior to deadline!)
<https://www.woodstockacademy.org/page/811>
- Fill out and submit the FAFSA online at: <https://studentaid.ed.gov/sa/fafsa>
*Be sure to meet all deadlines!
- Check if your college also requires the CSS profile:
<https://profile.collegeboard.org/profile/ppi/participatingInstitutions.aspx>
*Be sure to meet the deadline!