Before & After Hitting ‘Submit’ on an Application

**Before:**

* Do your research (Does this school have my intended major/program of study? Can my family afford this school? Is this school a good fit for me?)
* Do some thinking (If I am accepted, would I seriously consider attending this school?)
* Locate the application and open an account
* Keep track of your schools and passwords
* Add college to spreadsheet
* Request any needed recommendations both in person and through Naviance
* Complete the application – including summary of activities and essay/supplemental writings

**After:**

* Add this school to “Colleges I Am Applying To” on Naviance
* Send your ACT/SAT scores from ACT or College Board **if** you did not already do this when signing up for the test
* Request transcript through Naviance
* Fill out College Application Checklist (available in the guidance office) and return it to Mrs. Goldberg at least **two weeks** before the college deadline
* Check online after submitting to make sure that the school has received all of your materials
* Bring copies of any admission decisions and scholarships to the counseling office