

# 12th grade Career Planning/College Prep Checklist

- Assessments
  - Take last national ACT
  - Waiver Request for ACT if you qualify
- Take college tours- narrow down college search
- Apply to Colleges- make sure you keep up with deadlines
- Research and apply for scholarships
- Request letters of recommendation
- Write down in your calendar important dates: senior pictures, graduation, etc.
- Review Your Transcript- know your weighted vs unweighted GPA for scholarship applications
- Create a Parchment Account (needed to send transcripts)- typically do as a class your 11th grade year
- Make sure you are checking your email- colleges and scholarships can contact you this way.
- Revise/Review Resume
- Practice Interview Skills
- Revise and review your portfolio for college and/or scholarship applications (i.e. community service documentation, reference letters for scholarships, essays)
- Attend College and Career Fairs
  - Create account at [www.gotocollegefairs.com](http://www.gotocollegefairs.com)
- Complete the FAFSA - October or December (this is done annually)
  - Review final financial aid letters from colleges with your parents
    - If you have any questions, please contact the colleges financial aid office
- Community Engagement
- Club Involvement
- Request your final transcripts before graduation through parchment