

# 9TH GRADE



[www.osuit.edu](http://www.osuit.edu)

CHECKLIST

COLLEGE PREPARATION

## SUMMER

- Work or volunteer to build your resume
- Read a variety of books to stay sharp
- Think about clubs to join
- Attend a camp at a college (Attend OSU Institute of Technology's Summer Academy for Advanced Technologies)
- Research careers you might like

## SEPTEMBER – DECEMBER

- Attend college fairs (see school counselor for a list) and fill out cards to get on college mailing lists
- Visit websites for colleges you like and start filling out information requests (We are at [www.osuit.edu](http://www.osuit.edu))
- Get a wall or desk calendar and start writing down important dates and deadlines
- Oklahoma students—apply for Oklahoma Higher Learning Access Program (OHLAP) at [www.okpromise.org](http://www.okpromise.org) for free tuition at an in-state university if you qualify
- Open a savings account and put money in it each month

## JANUARY – MAY

- See school counselor to enroll in your spring electives
- Update your calendar with important dates and deadlines
- Sign up for scholarship search databases and begin applying
- Visit college websites to get an idea of college entrance requirements
- Attend Technology Showcase on OSU Institute of Technology campus in April

## AUGUST

- Visit your school counselor to schedule classes to satisfy state graduation requirements
- Consider honors/AP courses, at least 1-2
- Join or continue extracurricular activities
- Start putting together a resume (contact us at [information@okstate.edu](mailto:information@okstate.edu) for a template to use)

## NOTES

- High school ranking begins in this grade. Many colleges use ranking for admission.
- Most colleges prefer 4 years of English, history, math, science, and a foreign language.

# SUMMER

- Get a wall or desk calendar and start writing down important dates and deadlines
- Work or volunteer to build your resume
- Open a savings account and put money in it each month
- Create or update your resume (e-mail us at [information@okstate.edu](mailto:information@okstate.edu) for a resume template)
- Read a variety of books to stay sharp
- Think about clubs to join
- Attend a camp at a college (Attend OSU Institute of Technology's Summer Academy for Advanced Technologies)
- Research careers you might like
- Visit local colleges and talk to admissions representatives
- Schedule a tour of OSU Institute of Technology at [www.osuit.edu/tours](http://www.osuit.edu/tours)

# AUGUST

- Take the PLAN test
- Go to [www.collegeboard.com](http://www.collegeboard.com) to find dates for PSAT/NMSQT and register early to take it in October
- Visit the library or counseling office to find out about careers and education/training needed
- Visit your school counselor to schedule classes and make sure you will meet state graduation requirements
- Consider honors/AP courses, at least 1-2
- Join or continue extracurricular activities (school- or community-based)

# SEPTEMBER – DECEMBER

- Sign up for scholarship search databases like [fastweb.com](http://fastweb.com) and begin applying
- Attend college fairs to start collecting college information (see school counselor for a list) and fill out cards to get on college mailing lists
- Visit websites for colleges you like and start filling out information requests (We are at [www.osuit.edu](http://www.osuit.edu))
- Oklahoma students—apply for Oklahoma Higher Learning Access Program (OHLAP) at [www.okpromise.org](http://www.okpromise.org) for free tuition at an in-state university if you qualify



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COLLEGE PREPARATION

# 10TH GRADE

CHECKLIST

## JANUARY - MAY

- See school counselor to enroll in your spring electives
- Update your calendar with important dates and deadlines
- Visit college websites to get an idea of college entrance requirements ([www.osuit.edu](http://www.osuit.edu))
- Jot down what you will use to help you decide which college to attend—things like size, distance from home, programs offered, cost, etc.
- Attend Technology Showcase on OSU Institute of Technology campus in April

CHECKLIST

COLLEGE PREPARATION

# 10TH GRADE

## NOTES

- For Oklahoma students, your sophomore year is the **LAST** time you'll be able to apply for OHLAP—do it now!
- This is the best time to get on the mailing lists for colleges. The information they send you will help you narrow down college choices.
- Yes, you can apply for scholarships in 10th grade! And, the more practice you get, the better chance you have at earning money for college.
- For a free handout with tips/strategies for the scholarship search, as well as a list of searchable databases, contact us at [information@okstate.edu](mailto:information@okstate.edu).



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# JANUARY - APRIL

- ❑ Start putting together a portfolio highlighting your special skills and talents
- ❑ Prepare a list of questions to ask during campus visits ([www.osuit.edu/tours](http://www.osuit.edu/tours))
- ❑ Attend Junior Day open houses (especially for 11th grade students) at colleges you are exploring
- ❑ Visit [www.actstudent.org](http://www.actstudent.org) and write down registration and test dates for the ACT on your calendar
- ❑ Register to take ACT at least once in the spring of your junior year
- ❑ See school counselor to enroll in your spring electives, concurrent and cooperative alliance
- ❑ Jot down what you will use to help you decide which college to attend—things like size, distance from home, programs offered, cost, etc.
- ❑ Identify teachers, counselors, coaches, etc. to write letters of recommendation for you

- Update your resume
- Narrow your list of colleges and start completing applications for colleges/universities in which you are interested ([www.osuit.edu/apply](http://www.osuit.edu/apply))
- Ask people to write letters of recommendation to include with applications for colleges
- Fill out a transcript request form to send a transcript to each college/university you applied to and turn in the completed forms to your counselor **BEFORE** school is over

# MAY

# 11TH GRADE

COLLEGE PREPARATION

CHECKLIST



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# NOTES

- ❑ The completion of your junior year is the time to fill out college applications. Many colleges **WILL** admit students at the end of the junior year using a 6-semester transcript.
- ❑ Yes, you can apply for scholarships in 11th grade! And, the more practice you get, the better chance you have at earning money for college.
- ❑ For a free handout with tips/strategies for the scholarship search, as well as a list of searchable databases, contact us at [information@okstate.edu](mailto:information@okstate.edu).
- ❑ Start jotting down ideas for essays and get help from your English teacher with writing 1-2 excellent essays you can use for college admissions and scholarship applications.

# SUMMER

- Get a wall or desk calendar and start writing down important dates and deadlines and update monthly
- Work or volunteer to build your resume
- Create your resume (e-mail us at [information@okstate.edu](mailto:information@okstate.edu) for a resume template)
- Visit local colleges and talk to admissions representatives
- Think about earning college credits (cheaply) through concurrent enrollment. Talk to your school counselor.
- Think about earning college credits and skills through cooperative alliance where you take classes at a Career Tech Center (contact [information@okstate.edu](mailto:information@okstate.edu) for more information) or talk to your school counselor.

## COLLEGE PREPARATION

# 11TH GRADE

### CHECKLIST

## SEPTEMBER – DECEMBER

- Sign up for scholarship search databases like [fastweb.com](http://fastweb.com) and begin applying
- Attend college fairs to start collecting college information (see school counselor for a list) and fill out cards to get on college mailing lists
- Attend financial aid nights at your school to learn about finding money for college
- Talk to your parents and counselor about colleges that interest you and research websites (we are at [www.osuit.edu](http://www.osuit.edu))
- List, compare and visit colleges (visit 1 large school over 10,000 students, 1 medium sized, and 1 small sized just to get a “feel” for what suits you—can be done locally)

□ Go to [www.collegeboard.com](http://www.collegeboard.com) to find dates for PSAT/NMSQT and register early to take it in October

and write it down on your calendar

□ Join an academic club and continue with your extracurricular activities

□ **KEEP YOUR GRADES UP ALL YEAR LONG**

□ Visit your school counselor to schedule classes to meet state graduation requirements and to discuss concurrent and cooperative enrollment to earn college credits

□ Consider honors/AP courses, at least 1-2

□ Join or continue extracurricular activities (school or community-based)

# AUGUST



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# 12TH GRADE

COLLEGE PREPARATION



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## FEBRUARY

- Put finishing touches on your portfolio highlighting your special skills and talents and take with you when you visit colleges
- Visit colleges that have invited you to enroll
- Are you going through your mail and applying for scholarships?

## APRIL

- You need to select your college. Attend one of the OSU Institute of Technology's special enrollment days
- Register at [www.osuit.edu/BeatTheRush](http://www.osuit.edu/BeatTheRush)
- Keep track of and observe deadlines for sending in all required fees and paperwork
- Notify all colleges who offered you admission that you have made your decision—even if you don't plan to attend—it frees up a spot for another worthy student
- Fill out a transcript request form to send a final transcript to the college you have decided to attend. Attend the "Afternoon with Pete" event for financial aid assistance and FAFSA help. Register at [www.osuit.edu/awp](http://www.osuit.edu/awp)

## MARCH

- Make sure you complete your FAFSA before your State deadline or you may miss out on free money for college
- Meet with your counselor to find out about new scholarships
- Update your calendar with important deadlines and fill out those forms!

## NOTES

- Even if you are accepted at a college, if your final grades are poor, colleges can and will RESCIND their offer of admissions. This means you must keep your grades up even through the end of your senior year!
- Yes, you can apply for scholarships throughout your entire senior year and throughout college! And, the more practice you get, the better chance you have at earning money for college.
- For a free handout with tips/strategies for the scholarship search, as well as a list of searchable databases, contact us at [information@okstate.edu](mailto:information@okstate.edu).
- Keep a copy of all applications you complete and send in—this means admissions and scholarship applications.

## JANUARY

- See school counselor to enroll in your spring electives, concurrent and cooperative alliance
- Are you making sure to visit your counselor each month to find out about scholarships available?
- Should you retake the ACT?
- Find out if you qualify for scholarships at each college you have applied to
- Get a pin number for you and your parent for the Free Application for Federal Student Aid (FAFSA) at [www.pin.ed.gov](http://www.pin.ed.gov) any time in January or earlier and file in your scholarship box until you are ready to complete the FAFSA
- Fill out the FAFSA any time after January 1st of your senior year at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)
- Ask your counselor to send first semester transcripts to schools where you applied
- Update your resume

## MAY - JULY

- Keep in touch with the financial aid office to make sure you have turned in all paperwork
- Continue applying for scholarships
- Complete all forms required by your school including housing, enrollment, etc.
- Register for college classes
- Make sure to attend new student orientation. Don't miss Cowboy Connection, OSU Institute of Technology's new student orientation
- Pack and GO, GO, GO!

## SUMMER

- Get a wall or desk calendar and start writing down important dates and deadlines and update monthly! **Pick one day each month for reviewing college information and record on your calendar and in your PDA**
- Organize—get a file box to use for scholarship applications and one to use for college materials. Put mail, handouts, and applications in the right box to review monthly
- NOW is the best time to research and apply for scholarships—you will be busy your senior year and may not spend as much time as you should
- Research colleges and begin narrowing down what you want and where you are looking
- Create your resume (e-mail us at [information@okstate.edu](mailto:information@okstate.edu) for a resume template)
- Think about earning college credits (cheaply) through concurrent enrollment
- Think about earning college credits and skills through cooperative alliance where you take classes at a Career Tech Center (contact [information@okstate.edu](mailto:information@okstate.edu) for more information)

## AUGUST

- Visit your counselor **EACH MONTH** to find out about scholarship opportunities
- Go to [www.actstudent.org](http://www.actstudent.org) to find dates for the ACT and register early to take at least once in your senior year
- Packets are also in your counselor's office
- Join an academic club and continue with your extracurricular activities
- KEEP YOUR GRADES UP ALL YEAR LONG**
- Visit your school counselor to schedule classes to meet state graduation requirements and to discuss concurrent and cooperative enrollment to earn college credits
- Consider honors/AP courses, at least 1-2
- Start asking for personal references to include with admissions applications



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# 12TH GRADE

COLLEGE PREPARATION

CHECKLIST

## SEPTEMBER – DECEMBER

- Start jotting down ideas for essays and get help from your English teacher with writing 1-2 excellent essays you can use for college admissions and scholarship applications
- Sign up to visit with admissions counselors who come to your school
- Start filling out and sending in college admissions applications ([www.osuit.edu/apply](http://www.osuit.edu/apply))
- Sign up for scholarship search databases like [fastweb.com](http://fastweb.com) and begin applying
- Attend college open houses and consider a private visit to your top three choices
- Attend Career Encounters, OSU Institute of Technology's senior day held in October. Register at [www.osuit.edu/careerencounters](http://www.osuit.edu/careerencounters)
- Attend college fairs to (see school counselor for a list) and fill out cards to get on college mailing lists
- Attend financial aid nights at your school to learn about finding money for college
- Talk to your parents and counselor about colleges that interest you and research websites (We are at [www.osuit.edu](http://www.osuit.edu))
- List, compare and visit colleges (visit 1 large school over 10,000 students, 1 medium sized, and 1 small sized just to get a "feel" for what suits you—can be done locally)
- In December, gather copies of your/parents' ending pay stubs, most recent tax forms, bank statements, and W-2s to complete the FAFSA after the first of the year
- Make sure your parents understand the need to file their taxes **EARLY**—as soon as possible after January 1st