

Yearly Planner for College Bound Students

9th GRADE CHECKLIST

- * Student maintains good grades.
- * Student works closely with guidance counselor on four year plan for high school courses.
- * Student becomes involved/continues involvement in school organizations/clubs/sports.
- * Family and/or student volunteers in their neighborhood/school/church/community (keep track of volunteer hours/dates)

10th GRADE CHECKLIST

- * Student maintains good grades.
- * Student works closely with guidance counselor on taking courses to prepare for college.
- * Student becomes/continues involvement in school organizations/clubs/sports.
- * Family and/or student volunteers in their neighborhood/school/church/community (keep track of volunteer hours/dates)
- * Student registers for the PSAT and PLAN in September.
- * Student takes the PSAT and PLAN in October.
- * Student discusses results from the PSAT & PLAN with counselor.
- * Student & parent attend Career Fairs in the Houston Area (watch the local newspaper).

11th GRADE CHECKLIST

- * Student maintains good/excellent grades during junior year.
- * Student works closely with guidance counselor regarding optimal course selection for senior year.
- * Student selects challenging courses that will help prepare student for college level math and English.
- * Student & parent attend College Day in the fall. Student sends reply cards to universities and colleges.
- * Student registers/takes PSAT in the fall for the second time, discuss results with counselor.
- * Student researches colleges/universities through: internet, checking out materials from the College/Career Center, calling/writing colleges to request an admissions packet.
- * Student and parent begin checking into admission requirements, tuition, housing, and scholarship opportunities for each college/university the student possibly wants to attend.
- * Student begins listing ideas for possible “majors” in college.
- * Student obtains list of scholarship websites at the College & Career Center website or from other sources. Student becomes familiar with these sites to see if juniors may apply and/or to file in their “Scholarship Opportunities” folder for when they are seniors.
- * Student takes an SAT prep course in the fall.
- * Student registers for and takes the SAT and /or ACT in the spring.
- * Student continues involvement in school organizations/clubs/sports. Student should try to become an officer in at least one club.
- * Family and/or student continue volunteering in their neighborhood/school/church/community (keep track of volunteer hours/dates).

- * Student should think of “innovative” ways that THEY can make a difference in their community/world and consider acting on their idea(s).
- * Student & parent attend Career Fairs in the Houston area (watch the local paper).
- * Parents are cautious of scholarship frauds by phone and mail!!!

SUMMER BETWEEN 11TH AND 12TH GRADE CHECKLIST

- * Student and parent tour college/university campuses.
- * Student practices completing college admission, based on last year’s application & essay topics.
- * Student begins listing people they want to write their letters of recommendation and completes the “Information for Letter of Recommendation” form.
- * Student continues to research college & scholarship opportunities via the internet.
- * Student verifies that courses selected for senior year will meet college admission requirements and help prepare for college level math and English.
- * Parents are cautious of scholarship scams by phone and mail!!!

12TH GRADE CHECKLIST

- * Student maintains good/excellent grades during senior year.
- * Student works closely with their guidance counselor.
- * Student request letters of recommendation to be written by teachers, counselor and/or other non-family members. Student must allow 2-3 weeks for letters of recommendation to be completed.
- * Student compares their GPA and SAT/ACT scores to the college admission requirements for the school they hope to attend.
- * Students wanting to improve their SAT and/or ACT score: Register to retake the test in the fall and have the scores sent directly to the colleges.
- * Student attends College Day. Try to concentrate on a few colleges/universities that offer your major.
- * Read the senior newsletter and check the Senior Calendar and Scholarship Opportunities online at the College & Career Center website.
- * Apply for scholarship opportunities. Obtain updated information on the website!
- * Student decides the colleges/universities to which they will apply. Student sends all the necessary paperwork: application, fees, SAT and/or ACT scores, official transcript, essay(s) and letters of recommendation. Colleges favor those who send the applications in early!
- * Students have their essay proof read by their English teacher BEFORE mailing the essay with their application.
- * Student goes to the website(s) for the colleges/universities to which they are applying: look for Open House dates, designated scholarship opportunities, special events for incoming freshmen.
- * Student keeps a calendar listing important deadline dates: application deadlines, financial aid deadlines, and scholarships deadlines.
- * Parent and student complete and submit the FAFSA and other financial aid papers by mid-February. Financial aid is offered on a “first come/first need” basis.
- * Student makes sure that the Financial Aid office at each college has received all necessary information.

- * Student receives acceptance letters in spring. Student decides which college/university to attend, and mails non-refundable freshman tuition deposits.
- * Student checks with counselor to see if they are THEA exempt. If student is not exempt, student registers and takes the THEA test in the spring.
- * Parents are cautious of scholarship scams by phone and mail!!!