

# PLANNING CALENDAR FOR GRADE 12

## SUMMER

- If you are an athlete planning on playing a sport in college, register with the NCAA Eligibility Center ([www.eligibilitycenter.org](http://www.eligibilitycenter.org)).
- Find a part-time or full-time job, participate in a summer learning program (a listing can be found on Naviance), internship or volunteer.
- Visit schools, sign up for campus tours, schedule appointments with admission counselors and sit in on classes, if possible.

## FALL

- Create a personal email address that can be used for post high school planning. Your school district email should not be used.
- Review your senior year schedule with your counselor and confirm that you are meeting all graduation requirements. Continue to challenge yourself with a rigorous schedule.
- Continue participation in school activities, volunteering and community service opportunities.
- In September, if you will be requesting your Counselor to write a Letter of Recommendation or to complete a form, complete/update the following surveys on [Naviance](http://Naviance) (log in and click About Me).
  - Student Evaluation
  - Activities Record/Resume
  - Parent Information Sheet, completed by your parent(s)/guardian(s).
- Sign up to take the SAT and/or ACT in the Fall.
  - For SAT and SAT Subject Tests (if required by the schools you are applying to) register online at [www.collegeboard.org](http://www.collegeboard.org). Fee waivers are available for students who meet College Board's eligibility requirements.
  - For the ACT register online at [www.actstudent.org](http://www.actstudent.org). Fee waivers are available for students who meet ACT eligibility requirements.
- Continue exploring and narrowing down your post high school options by gathering information. Meet with your Counselor, use Naviance, look at web sites, examine catalogs in the counseling office and talk to friends, family, teachers and recent grads of Haverford to gather more information on careers, majors, schools and scholarships.
- Log in to Naviance:
  - Email (ID): first initial, last name, homeroom (example: jdoe2017w)
  - Password: student ID number (five digit number assigned by the school district)
- Check postings on Naviance to find out when college/career representatives will be visiting Haverford and attend their presentations.
- Continue visiting schools that you are interested in.
- Develop a list of schools that you will apply to.

- Visit the school's website to view their online application or request paper applications from the schools to which you will apply. Check important deadline dates.
- Apply online or complete a paper application.
- Have your test scores sent directly from [www.collegeboard.org](http://www.collegeboard.org) or [www.actstudent.org](http://www.actstudent.org).
- To have your Transcript sent: follow the Transcript Request Instructions for Post High School Applications that can be found on the HHS Counseling Website under Forms. Keep in mind deadline dates and remember to allow the Counseling Office **at least 15 school days to process your Transcript Request**.
- Teacher recommendations – please follow step #10 on the Transcript Request Instructions.
- If applicable, continue to gather material for a portfolio (drama, music, art, sports, etc.).
- The Free Application for Federal Student Aid (FAFSA) is available for completion online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) on October 1<sup>st</sup>. To complete the FAFSA, you will need tax information from two years prior. For example, a high school senior planning to enroll in college in the fall of 2017 would file the FAFSA using tax data from 2015.
- Contact the school's financial aid office to see if financial aid programs exist on a state or campus level. These programs may involve forms and deadlines that exist independently from federal programs and may require additional applications or information from you or your parents.

### **WINTER**

- Submit all the necessary paperwork/applications for any private or outside scholarships. Please review on Naviance the list of Scholarships that HHS has been made aware of.
- Send Mid Year Grades, if required by the school you are applying to. The Mid Year Grade Report Request Instructions and form are available on the HHS Counseling Website under Forms.

### **SPRING**

- Apply for Local Scholarships and Awards that are offered through HHS, information is available on the HHS Counseling Website under Local Scholarships and Awards.
- If you are enrolled in Advanced Placement courses, register for the AP Exams that are given in May.
- Complete the Senior Recognition Form online at the HHS Counseling Website. This form requests a listing of outside scholarships and/or awards received. It also ensures recognition of your accomplishments by having your name published in the Commencement Program.
- Complete the HHS Senior Survey on Naviance in May. This form needs to be completed for State Reporting purposes and to ensure that your final transcript is sent to the school you will be attending.

### **Haverford High School Counseling Website:**

<http://haverford.k12.pa.us/hhs>, click Counseling Department.

**Naviance:** <https://connection.naviance.com/haverfordshs>