

COLLEGE APPLICATION CHECKLIST

Complete all asterisked sections & all small “☐” boxes, TYPING up your answers using Adobe Reader.

Return to College Office together with a 9"x12" envelope and four first-class stamps. This envelope will be used to mail in all your School-Based Application Materials for this Institution.

College Information*

Name

Mailing Address for Application Material

Office of Undergraduate Admissions

Name of the Institution

Address Line 1

Address Line 2 (if needed)

City

State

Zip

If out of the country: _____

Student Information*

Name

Date Form Submitted

College Admission's Office Contact*

Regional Admission's Counselor

Name

Email

Admission's Department

Email

Application Material Readiness - Large “☐” are for use by the College Counselor only!

☐ Student Application (including ED1 or ED2 contract if required)

Method of Delivery*

☐ Submitting Online through the Common Application - Preferred Method

☐ Submitted Online through a College-Specific Application

Type of Application*

☐ Regular Admission

☐ Early Action

☐ Restrictive Early Action

☐ Early Decision I

☐ Early Decision II

Application Deadline*

Deadline Student is Applying for: _____

☐ Teacher Letters of Recommendation

Teacher Recommendation/Evaluation*

☐ REQUIRED

☐ OPTIONAL

Teacher #1: _____ ☐ RECEIVED

Teacher #2: _____ ☐ RECEIVED

Teacher #3: _____ ☐ RECEIVED

☐ Counselor Letter of Recommendation

☐ Additional Letters of Recommendation

Supplimental Recommendation/Evaluation*

☐ REQUIRED

☐ OPTIONAL WITH APPROVAL OF MY ADMISSION'S OFFICER

Name & Title: _____ ☐ RECEIVED

Name & Title: _____ ☐ RECEIVED

☐ Additional Items Student Wishes to Submit in Envelope (i.e. Resume, Research Paper/Abstract, Writing/Art Samples, ED Contract, ...)

Name & Explanation:* _____ ☐ RECEIVED

Name & Explanation:* _____ ☐ RECEIVED

Application Material Readiness - Continued

Date Application Material Sent

- ☐ Secondary School Report Form
- ☐ REQUIRED*
- ☐ NONE REQUESTED*
- ☐ Student Transcript
- ☐ School Profile

☐ Required College-Specific Supplements

- College-Specific Essay(s) *
- ☐ REQUIRED
- ☐ OPTIONAL
- ☐ NONE REQUESTED
- Art Supplement *
- ☐ REQUIRED
- ☐ NOT REQUIRED
- Athletic Supplement *
- ☐ REQUIRED
- ☐ NOT REQUIRED
- Additional Supplement *
- ☐ REQUIRED
- ☐ NOT REQUIRED

Type:

☐ Application Fee

Method of Delivery*

- ☐ Submitting Online to College
- ☐ Personally Mailing to College with Student Application
- ☐ Submitting a Fee Waiver to A.U.C. to Include in Envelope Instead of Paying Application Fee (If Student Qualifies)

Fee Waiver Type (If Student Qualifies)*

- ☐ Common Application Waiver
- ☐ NACAC Fee Waiver
- ☐ College Board Fee Waiver
- ☐ Other:

Official Test Score Reports Sent

- ☐ SAT I Scores
- ☐ SAT II Subject Test Scores
- ☐ ACT Scores
- ☐ AP Scores (If Requested)

Student Interview Completed

- ☐ Interview at College
- ☐ REQUIRED*
- ☐ NONE AVAILABLE*
- ☐ OPTIONAL*
- ☐ Interview by Local Alumni
- ☐ REQUIRED*
- ☐ NONE AVAILABLE*
- ☐ OPTIONAL*

Grade Report Updates Submitted

- ☐ Optional Grade Report
- ☐ Midyear Grade Report
- ☐ Final Grade Report
- ☐ Other:

Financial Aid

Financial Aid Deadline for This Application Type Being Used:*

CSS/Financial Aid PROFILE Required:*

☐ YES

☐ NO

Other Aid Forms Required:*

☐ YES

☐ NO

FAFSA Required:*

☐ YES

☐ NO

Types: