

Aid/Applications Timeline

As a volunteer, know that these time tables and deadlines are merely outlines and should serve as a guide for ideal situations. However, many students may begin to start terms in spring or summer. In some cases, admissions may be easier in off peak terms. Also, many tech and vocational schools in addition to community colleges have ongoing enrollment.

Fall Semester

August:

- Before school starts, look over student transcript and determine what courses need to be taken for graduation and the college application process. Determine whether the student's community service and FCAT requirements have been met. If possible, meet with student now to get an early start on the process and speak to school counselor to ensure requirements will be met by student by the end of high school.

September:

- Check student's transcripts to make sure he/she has all the credits needed to get into the college(s) of their choice. Find out from the colleges/vocational schools to which they are applying whether or not they need official copies of their transcripts (transcripts sent directly from their high school) sent at the time of application.
- They may register for October/November SAT I, SAT II, and ACT tests.
- Take another look at the list of colleges and vocational schools, and make sure that they still satisfy the student's requirements. Add and/or remove colleges as necessary with the student.
- Make sure the student meets the requirements (including any transcript requirements) for all the colleges to which he/she wants to apply. Double-check the deadlines.
- Have your student give any recommendation forms to the appropriate teachers or counselors with stamped, college-addressed, envelopes making certain that his/her portion of the forms are filled out completely and accurately.
- Most early decision and early action applications for four-year colleges are due between October 1 and November 1. Keep this in mind if the student intends to take advantage of these options and remember to request that their high school send his/her official transcripts to the college to which they are applying.

October:

- Help student make a final list of schools that the student is interested in and keep a file of deadlines and required admission items for each school.
- Have student take SAT and/or ACT tests. Have the official scores sent by the testing agency to the colleges/universities that have made their final list of schools. Register for December or January SAT I and/or SAT II tests, if necessary.
- Check on any essay requirements and continue thinking about and beginning writing (if not already started) any essays to be included with the student's applications.

November:

- Student should submit college admission applications.

December:

- Early decision replies usually arrive between December 1st and December 31st.
- Check that test scores are being sent to the colleges to which the student is applying.
- Schedule any remaining required interviews.

Spring Semester

January:

- Complete and submit student's college financial aid application and the Free Application for Student Financial Aid (FAFSA) between January 1 and February 15, and check for other financial aid options. In order to be considered for financial aid, he/she will need to submit these forms even if they have not yet been notified of their acceptance to the college(s) to which they applied.
- Go to the FAFSA on the Web form.
- Request that the student's high school send their official transcripts to the colleges to which they are applying.
- Make sure family income tax forms are completed if the student can manage to obtain them in anticipation of the financial aid applications. If they have not completed their taxes, providing estimated figures is acceptable.
- Help your student contact the admissions office of the college(s) to which they have applied to make sure that their information has been received, and that they have everything they need.

February:

- If your student completed the FAFSA, he/she should receive their Student Aid Report (S.A.R.) within four weeks. Help them make the necessary corrections and return it to the FAFSA processor.

- Help student to complete any scholarship applications.
- Have the student contact the financial aid office of the college(s) to which they have applied to make sure that their information has been received, and that they have everything they need.

March/April:

- If the student applies for a four-year college, he or she will probably hear from the colleges as to whether or not he/she is accepted by April 15.
- Compare the acceptance letters, financial aid and scholarship offers.
- When the student chooses a college that has accepted him or her, they may be required to pay a nonrefundable deposit for freshman tuition (this should ensure your place in the entering freshman class). **However, contact the admissions/financial aid office and let them know of your student's status and this fee may be waived.**

May:

- The student should make a decision by May 1st as to which college he/she will be attending and notify the school by mailing a commitment deposit check. Many schools require that the notification letter be postmarked by this date.
- If the student was placed on a waiting list for a particular college, and has decided to wait for an opening, contact that college and let them know the student is still very interested.

June:

- Have your student's school send their final transcripts to the college which you will be attending.
- Contact the college to determine when fees for tuition, room and board are due and how much they will be.