

High School Planning Checklist

For 11th grade students

EXPLORE

✓ Explore colleges and careers.

- ☐ List 3-5 careers that interest you and the education you will need.
- ☐ Review what is most important to you in a college; refine your list of colleges to 5-10.
- ☐ Sign up to receive information from colleges.
- ☐ Attend a college fair.
- ☐ Draft a college admissions essay.
- ☐ Participate in an information interview for a career you're interested in.

✓ Learn about paying for college.

- ☐ Learn about financial aid and attend workshops.
- ☐ Complete the FAFSA4Caster on the Federal Student Aid website.
- ☐ Regularly contribute to a college savings account.
- ☐ Search and apply for scholarships.

PLAN

✓ Prepare for your senior year.

- ☐ Review your transcript with your counselor and make sure you are on track for graduation.
- ☐ Take dual credit courses.
- ☐ Make a list of deadlines for your top colleges – include scholarship deadlines too.
- ☐ Identify teachers whom you can request a letter of recommendations for college applications.
- ☐ Register for and take the ACT or SAT in the fall; attend test prep courses if available.

✓ Stay organized.

- ☐ Maintain a file of important documents, personal information, writing samples and awards.
- ☐ Create a resume with a list of all your activities and accomplishments.
- ☐ Use a professional email for school needs.

ENGAGE

✓ Get involved.

- ☐ Continue participating in school and community activities; be a leader!
- ☐ Volunteer in your community.
- ☐ Make a plan for summer; take summer enrichment courses or get a job.
- ☐ Find a mentor – a parent, teacher, counselor, coach, other trusted adult or older student that you can talk to.
- ☐ Be a role model and mentor for younger students.

✓ Make good choices.

- ☐ Choose to hang out with friends that share positive goals and interests.
- ☐ Be safe online and on your phone.
- ☐ Avoid risky behaviors like drinking, doing drugs, and having unprotected sex.
- ☐ Be kind; treat others with respect.