

# Admissions Timeline – What to do When

---

## During your junior year in high school:

### September

- Discuss college with your family, including schools, majors and your future.
- Review your courses with your school guidance counselor.
- Prepare a list of questions to ask admissions reps when you visit.
- Register for the PSAT.
- Get a professional-sounding e-mail address. Use something based on your name or hobby; nothing cutesy or eyebrow-raising.

### October–November

- Take the PSAT.
- Review the different kinds of schools and think about what's important to you; identify what you want in college.
- Plan and make college visits.

### December/January

- Review your PSAT results with your counselor.

### February

- Register and study for the SAT and/or ACT.

### March–May

- Select senior year classes. Check with your counselor to ensure your courses meet college requirements.
- Visit colleges and attend Open House events.
- Take the SAT and/or ACT, if necessary.
- Take Advanced Placement (AP) tests, if necessary.

## **Summer**

- Improve your reading and vocabulary skills.
- Combine vacation plans with your campus visit.
- Start working on your college application essay.
- Talk to people in interesting careers. See how they got there and what they do every day. Ask yourself if you would like to follow the same path.
- Decide who you'll ask to write letters of recommendation.
- Talk with college friends who are home for summer about their experiences.
- Begin arranging campus visits.

## **During your senior year in high school:**

### **September**

- Discuss your classes, college plans and test scores with your high school counselor.
- Request college applications from the admissions office or go online.
- Arrange campus visits.
- Register for the October SAT/ACT, if necessary.

### **October**

- Review your transcripts to verify that the information is correct.
- Send transcripts to Pitt Bradford. Ask your counselor if you need help.
- Find out the application of choice used by each college (customized Common Application, online, etc.).
- Ask for letters of recommendation. Most admissions and scholarship applications require these letters.
- Get some pointers on writing admissions essays and scholarship essays.

- View some sample essay questions.
- Attend Open House events

### **November**

- Attend Open House events

### **December**

- Submit school applications ideally by December 1.
- Take SAT or achievement tests.

### **February–March**

- Carefully review the college acceptance and financial aid award letters that start coming in.

### **April**

- Send in your tuition deposit (most colleges require a response by May 1).
- Notify the other colleges that you won't be attending. (Other students will be happy to take your spot.)
- Carefully follow the instructions in your acceptance letter. Along with important deadlines, these letters provide specific instructions on housing, financial aid, orientation and more.

### **May**

Mail your official transcripts.

### **June**

- Read and be familiar with your college catalog, Web site, and class schedules.
- Ask friends who are home from college for advice.
- Make travel arrangements, if necessary.
- Send thank you notes or e-mails to those who helped you get into college.

### **July–August**

- Confirm housing arrangements and meal plans.
- Consider taking out a renter's insurance policy.
- Keep tracking numbers of any boxes you are shipping to school.
- Open a bank account near campus.
- Review your cell phone plan to limit roaming charges.
- Contact your roommate and coordinate what to bring.
- Attend orientation.
- Pack and get ready for college!