

University, Community College, Trade School Checklist

Decide

University- (Bachelor's degree)

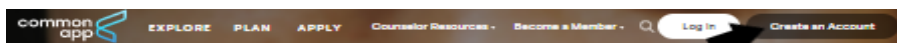
- o In Texas or out of state?
 - o Which universities offer my degree?
- Community College (Associate's degree or basics to transfer)
 - o Local? Out of town?
 - o What am I looking for?
 - workforce training, certification, licensure, or an associate degree
- Technical or Trade School (Associate's degree, certificate, or license)
 - o In Texas or out of state?
 - o Which school offers training in my career area?

Check the university, community college, or trade school website for important information such as admission requirements and application deadlines.

Apply

University, Community College, and Trade Schools

- o Complete the institution's application.
- o All public colleges and universities in Texas utilize the same application at www.applytexas.org.
- o Some private colleges and universities utilize www.commonapp.org or www.mycoalition.org



- o Go to the institution's website. They will have a link to their application.
- o An application is not complete and will not be considered until the college receives all parts: application, essays, testing, official transcript(s), recommendation letters, vaccination records, fee payment, etc.
- o If you qualify for free or reduced lunch, you can get a fee waiver from your College Board account or L127.

Does the application require a Counselor Recommendation Letter? **If No-skip to the next item.**

- o Communicate with assigned counselor through email to request a recommendation
 - o Complete your Brag Sheet and Résumé. Submit your typed Brag Sheet/résumé in person or through email to your counselor.
 - o Turn in to counselor at least 2 weeks prior to recommendation due date.
- Request an initial transcript on Parchment. You will need to have your transcript sent directly to the university. You will also need to request your final transcript to be sent at the end of the year.

- o If you took Dual Credit courses, you need a transcript sent from the college too (i.e. College of the Mainland).
- o Some colleges may require a SRAR (Self-Report of Academic Record) which will require an unofficial transcript obtained in the student's Skyward under the portfolio tab to complete.

If you are applying to colleges in the state of Texas, you must submit a shot record.

- o The shot record must include meningitis shot within the last 5 years. Get this done now.

Entrance and Placement Tests

University

- o Take the SAT and/ or ACT
 - SAT- register at www.sat.org
 - ACT- register at www.act.org
 - Make sure you designate where you want your scores sent during registration. After the test it will cost \$16 per school to have your scores sent.
 - Although Community colleges do not require an SAT or ACT score, many scholarships do require that information.

University and Community College

- o Take the TSI 2 Assessment if not exempt based on SAT or ACT
 - TSI 2 is used to determine if you need to take remedial Math or English classes.
 - The test is offered to Seniors in the Spring.
 - College of the Mainland website can also be checked for for testing information: www.com.edu/testing-center

Technical or Trade School

- o If pursuing an associate's degree, Take the TSI 2 Assessment if not exempt based on SAT or ACT
 - See TSI 2 assessment information above

Scholarships

Complete scholarship applications (check the College Career Center website).

Check the college's website for scholarships.

Complete DHS Local Scholarship Application for seniors (available January senior year).

Financial Aid

Start the FAFSA/TASFA- usually available **October 1st** senior year

Go to www.fafsa.gov or pick up a TASFA application in L127.

New To The FAFSA® Process?

Completing the FAFSA form is free. Fill it out now.

[Start Here](#)

For FAFSA, an FSA ID must be created for both you and your contributor.

Get help filling out FASFA/TASFA in College and Career Center and at Family FAFSA Nights in the Spring

- o Priority Deadline – varies depending on which college student will attend; check colleges for specific deadlines.
- o Check your Student Aid Report for the FAFSA to see if you were selected for verification
 - Follow up with each college to submit additional documents for financial aid.

Athletes

Do you plan to participate in a sport in college? **If No- Skip**

- o Register with the National Collegiate Athletic Association Clearinghouse at www.eligibilitycenter.org