

Signet's End-of-Year Checklist for Graduating Seniors



NB: This is an overview of common things to think about; deadlines and specifics will vary by school!

Before School Ends

Choosing your college (April)

- Make travel arrangements to visit campus
- Make a pro/con list for each school you are considering
- Talk to students at all schools you are considering
- Compare financial aid awards and cost of attendance; appeal if necessary
- Confirm dates of various admitted students weekends; confirm which you will be attending and make appropriate arrangements
- Have open and honest conversations with your family, mentors, and college counselor
- Make a decision before April 30!

Communicating Intent/Securing your place (May 1)

- Accept enrollment by May 1st
- Send enrollment and housing deposit
- Decline offers to universities in which you will not be attending through university portal or by contacting their admission offices
- Join the online community (Facebook or other) for your new school
- Be happy! Buy the sweatshirt or t-shirt and wear it with pride

Financial Aid (May/June)

- Accept/Decline offers within your Financial Aid Package
- Report any outside scholarships to your university
- Complete Loan Entrance Counseling & sign Master Promissory Note
- Connect with financial aid office to see what other services you may be eligible for (entertainment discounts, computer funds, etc.)

Finishing High School (May/June)

- Give your new email address to your school counselor; archive/transition all emails from your high school email account to a private account
- Report all acceptances and scholarships to your counselor
- Clear all high school holds: library books, fees, dues, detentions, equipment, uniforms etc.
- Send thank you letters to faculty and the school counselor who wrote you letters or/and who strongly impacted your education. Update them on where you were accepted/matriculating!
- Order 3 official, sealed copies of your high school transcript

(over)

Preparing for College Life (Summer)

Registration

- Create university login for student portal; keep access information secure
- Sign up for orientation
- Find out procedure for getting student ID number and/or card
- Follow up three weeks after graduation with your university to ensure that the university accurately received your transcript and that all other items are secure
- Send AP/IB scores to the university of attendance in July
- Meet with an academic advisor and look at 4-year plan/degree
- Sign up for placement tests
- Obtain and read the course catalog/student handbook
- Send any transcripts of dual enrollment credits to registrar

Health Services

- Enroll in Student Health Insurance OR waive Student Health Insurance and provide proof of other insurance
- Provide vaccination records to university
- Find new health specialists as necessary
- Transfer prescriptions to a pharmacy in your new location
- Get in touch with special services/accessibility office to make sure necessary services are in place before the term starts

Housing

- Fill out any housing paperwork or surveys
- Register for a meal plan; communicate dietary needs to dining services
- Contact your new roommates

International Students

- Communicate with international office/coordinator of university
- Submit all necessary paperwork for visa applications as soon as possible
- Secure visa before traveling to school

Misc. Life Details

- Create a backup/resource for all important identification info/numbers (insurance, passport, etc.)
- Learn life skills like budgeting, laundry, etc.
- Open a bank account in your new town
- Learn an organization/time management system before you get to school
- Plan and shop for your new climate
- Get appropriate electronic equipment (laptop, etc.)