



College Prep Plan & Timeline

Freshman Year - Fall

| Month | Task |
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| August-September | <ul style="list-style-type: none">• Start high school! Set up a time-management system for the semester.• Set up goals for the semester and map them out on a timeline• Check out school clubs and explore 3-4 you might be interested in• Fill out the Skills/Interest Worksheet to define some key interests |
| October | <ul style="list-style-type: none">• Evaluate your time-management system and goals. Any changes needed for greater success?• Find ways to get to know your teachers; you never know when you'll need a recommendation letter• Become active in school activities; colleges love involved students!• Find a volunteering activity you can dedicate yourself to over time (See "Committed" under 6Cs) |
| November | <ul style="list-style-type: none">• Get plenty of sleep (8-9 hours) so you can gear up for the second half of the semester• Maintain activities (or cut back temporarily if you need to keep your grades up); stick to priorities!• Begin thinking about summer plans (academic program, job, volunteer, science/art project?) |
| December | <ul style="list-style-type: none">• Create study plan for finals; revise time-management system for finals prep• Maintain healthy sleep schedule to stay focused on academics• Begin applying to summer programs• Evaluate extracurricular involvement; any adjustments needed for next semester?• Choose a few books, videos, podcasts for critical reading/mind expansion over break |

Freshman Year - Spring

| Month | Task |
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| January | <ul style="list-style-type: none">• With lessons learned from the fall, create a new time-management plan• Set goals for the semester and summer• Stay focused on classes so you don't fall behind at the beginning of the semester• Start to think about summer volunteering, interning, or employment |
| February | <ul style="list-style-type: none">• Increase your extracurricular involvement in current clubs with eye to leadership in a few• Keep up with your volunteering or independent projects (like math or writing competitions)• Select your classes for sophomore year• Complete summer program applications, if applying |
| March | <ul style="list-style-type: none">• Keep up with your classes! Review time-management and goals!• Explore a few careers connected to your Skills-Interests Worksheet• Apply for summer volunteering, internship, or job opportunities |
| April | <ul style="list-style-type: none">• Choose a few books, videos, podcasts for critical reading/mind expansion over spring break• Create time for extra study on subjects that need reinforcement in preparation for finals• Stay organized, cutting back on some activities if you are feeling overloaded |

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| May | <ul style="list-style-type: none"> ● Create a study plan for finals and reorganize time-management for maximum success ● Finalize those summer plans! ● Try for an officer position in a club for sophomore year; or make plans to start a club (or both) ● Revisit your goals, make adjustments, and stay focused to finish the semester strong |
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Freshman/Sophomore Year - Summer

| Month | Task |
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| Summer | <ul style="list-style-type: none"> ● Activate your interests through an academic program, volunteer opportunity, or job ● Keep up with assigned summer reading for sophomore year ● Expand your mind through critical reading, viewing, or listening ● Explore some careers through informational interviews, job shadowing, or web research ● Keep up with your local volunteering ● Save time for fun and relaxation! ● Record your summer experiences in a journal; this might be handy for future applications! ● Write a first draft of your resume if you haven't yet done so |

Sophomore Year - Fall

| Month | Task |
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| August | <ul style="list-style-type: none"> ● With renewed energy, define your goals for sophomore semester and then timeline milestones ● Think about which extracurriculars will define you best. Try something new or stick with same? ● Create your time-management and social media plan ● Think about how you can define yourself outside of school or typical extracurricular activities ● Research competitions if this is of interest to you |
| September | <ul style="list-style-type: none"> ● If you are interested in a diagnostic score, take the PSAT ● Keep up with your classes, noticing the increased demands of sophomore year ● Get active in your chosen clubs or other extracurriculars ● Start thinking about an independent project; what can you do to show your unique passions? |
| October | <ul style="list-style-type: none"> ● Pay attention to sleep and wellness as the semester kicks into full swing ● Maintain good relations with your teachers; get to know them ● Keep up grades ● Maintain extracurricular involvement ● Start researching summer programs that build on last summer or introduce something different |
| November | <ul style="list-style-type: none"> ● Get plenty of sleep (8-9 hours) so you can gear up for finals preparation ● Maintain activities (or cut back temporarily if you need to keep your grades up); stick to priorities! ● Begin thinking about summer plans (academic program, job, volunteer, science/art project?) ● Create study plan for finals |
| December | <ul style="list-style-type: none"> ● Begin applying to summer programs ● Evaluate extracurricular involvement; any adjustments needed for next semester? ● Choose a few books, videos, podcasts for critical reading/mind expansion over break ● Begin researching the best ways to study for the SAT or ACT ● Draft goals for spring semester; timeline milestones ● Brainstorm ideas for your independent project, if you choose to do one ● Revise/update your resume |

Sophomore Year - Spring

| Month | Task |
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| January | <ul style="list-style-type: none"> Take a diagnostic SAT or ACT and devise a study plan to take the exam next fall Get your time-management plan down for a strong semester Keep your extracurricular goals in mind; it's important to be active outside the classroom! If you are taking an AP class or a class that matches an SAT II, devise a study plan |
| February | <ul style="list-style-type: none"> Increase your extracurricular involvement in activities with leadership/collaboration in mind Keep up with your volunteering or independent projects (like math or writing competitions) Select your classes for junior year Decide on a SAT/ACT prep plan and enroll so there's time before taking the real test in the fall Complete summer program applications, if applying |
| March | <ul style="list-style-type: none"> Keep up with your classes! Review time-management and goals! Explore a few careers connected to your Skills-Interests Worksheet Apply for summer volunteering, internship, or job opportunities Start SAT/ACT prep plan and continue through summer; time is your friend! |
| April | <ul style="list-style-type: none"> Visit a college or two during spring break (if you can't travel, visit a few local schools) Choose a few books, videos, podcasts for critical reading/mind expansion over spring break Create time for extra study on subjects that need reinforcement in preparation for finals Stay organized, cutting back on some activities if you are feeling overloaded |
| May | <ul style="list-style-type: none"> Create a study plan for finals and reorganize time-management for maximum success Finalize those summer plans! Try for an officer position in a club for junior year; or make plans to advance the club you started Revisit your goals, make adjustments, and stay focused to finish the semester strong |

Sophomore/Junior Year - Summer

| Month | Task |
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| June | <ul style="list-style-type: none"> Activate your interests through an academic program, volunteer opportunity, job Continue progress on your independent project (iOS app? poetry blog?), if doing one Keep up with assigned summer reading for junior year Expand your mind through critical reading, viewing, or listening Explore some careers through informational interviews, job shadowing, or web research Visit a few colleges of interest; if you can't travel, visit virtually through web research Research 5-10 colleges through web research or in a workshop Save time for fun and relaxation! Record your summer experiences in a journal; this might be handy for future applications! Continue progressing with SAT/ACT prep, taking practice exams regularly Revise/update your resume |

Junior Year - Fall

| Month | Task |
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| August | <ul style="list-style-type: none"> Take a really deep breath! Note to yourself that this is the year to do your absolute best :) Check with your school counselor about college information sessions at your school Define your goals, time-management, SM plan, and timeline for junior semester Stay focused on your SAT/ACT prep; take SAT if signed up for August sitting Think about which extracurriculars are working best. Try something new or increase involvement? |

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| | <ul style="list-style-type: none"> ● Assess how you're defining yourself outside of school; on the way to a unique college application? ● Plan for competitions if this of interest to you |
| September | <ul style="list-style-type: none"> ● If you are interested in a diagnostic score or applying for National Merit, take the PSAT ● Keep up with your classes, noticing the increased demands and stress level of junior year ● Get active in your chosen clubs or other extracurriculars ● Keep it all together as the semester introduces new challenges; prioritize! ● Take ACT if signed up for September sitting |
| October | <ul style="list-style-type: none"> ● Pay attention to sleep and wellness as the semester kicks into full swing ● Maintain good relations with your teachers; get to know them ● Maintain extracurricular involvement ● Start researching summer options that take things to the next level and showcase your talents ● Take ACT or SAT if signed up for October sitting |
| November | <ul style="list-style-type: none"> ● Get plenty of sleep (8-9 hours) so you can gear up for finals preparation ● Maintain activities (or cut back temporarily if you need to keep your grades up); stick to priorities! ● Begin mapping out some rough summer plans ● Create study plan for finals ● Take SAT if signed up for November sitting |
| December | <ul style="list-style-type: none"> ● Begin applying to summer programs ● Choose a few books, videos, podcasts for critical reading/mind expansion over break ● Draft goals for spring semester; timeline milestones ● Take ACT or SAT if signed up for December sitting ● Continue web research on colleges of interest; draft a list of 20 schools you're interested in ● Continue career exploration ● Revise/update your resume |

Junior Year - Spring

| Month | Task |
|----------|---|
| January | <ul style="list-style-type: none"> ● Find ways to stay focused for the most important semester so far! ● Define your goals, time-management, SM plan, and timeline for junior semester ● Keep your extracurricular goals in mind; have you advanced in clubs and activities? ● If you are taking an AP class or a class that matches an SAT II, devise a study plan ● Retake the ACT/SAT a second time if necessary (applies to any month this semester) ● Start exploring schools from the rough college list you made in December (do a few each month) |
| February | <ul style="list-style-type: none"> ● Increase your extracurricular involvement your leadership/collaboration goals in mind ● Keep up with your volunteering or independent projects (like math or writing competitions) ● Select your classes for senior year ● Explore a few more schools on your college list |
| March | <ul style="list-style-type: none"> ● Complete summer program applications, if applying ● Keep up with your classes! Review time-management and goals! ● Apply for summer volunteering, internship, or job opportunities ● Explore a few more schools on your school list ● Talk to some of your favorite teachers about letters of recommendation for college applications |
| April | <ul style="list-style-type: none"> ● Visit a college or two during spring break (if you can't travel, visit a few local schools) ● Choose a few books, videos, podcasts for critical reading/mind expansion over spring break ● Create time for extra study on subjects that need reinforcement in preparation for finals ● Stay organized, cutting back on some activities if you are feeling overloaded ● Explore a few more schools on your school list |

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| May | <ul style="list-style-type: none"> • Create a study plan for finals and reorganize time-management for maximum success • Finalize those summer plans! • Try for an officer position in a club for junior year; or make plans to advance the club you started • Revisit your goals, make adjustments, and stay focused to finish the semester strong • Take AP exams • Take SAT subject tests |
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Junior/Senior Year - Summer

| Month | Task |
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| June | <ul style="list-style-type: none"> • FINALIZE YOUR COLLEGE LIST • Activate your interests in the strongest way possible this last summer before applying • Continue progress on your independent project, if doing one • Visit a few colleges of interest; if you can't travel, visit virtually through web research • Save time for fun and relaxation! |
| July | <ul style="list-style-type: none"> • START WRITING YOUR COLLEGE ADMISSIONS ESSAYS • Keep up with assigned summer reading for senior year • Continue with summer program or project started in June • Create an organizational plan for writing essays and completing all the applications on your list • Revise/update your resume |

Senior Year - Fall

| Month | Task |
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| August | <ul style="list-style-type: none"> • Create a time-management plan that includes extra time for essay and application work • Think about what you can cut out to give you a little more time for multiple essay revisions • Check in with your teachers about letters of recommendation • Draft those essays • Any adjustments to your school list? If so, adjust your plan. |
| September | <ul style="list-style-type: none"> • Fill out your school's counselor questionnaire, if your school has one • Draft those essays • Keep up with classes • Sign up for admissions interviews, if applicable • Breathe |
| October | <ul style="list-style-type: none"> • Prepare for early admission deadline of November 1, if applicable • Fill out applications • Send standardized test score reports • Finalize essays • Complete activities list with descriptions • Include any additional information essays • Practice for interviews, if applicable |
| November | <ul style="list-style-type: none"> • If applying a state school with an 11/30 or 12/1 deadline, start finalizing essays • Fill out applications • Send standardized test score reports • Complete activities list with descriptions • Include any additional information essays • Practice for interviews, if applicable |
| December | <ul style="list-style-type: none"> • If applying regular decision with a 1/1 deadline, start finalizing essays • Fill out applications |

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| | <ul style="list-style-type: none"> • Send standardized test score reports • Complete activities list with descriptions • Include any additional information essays • Practice for interviews, if applicable |
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Senior Year - Spring

| Month | Task |
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| January | <ul style="list-style-type: none"> • Hold a self-appreciation celebration! You have made it very far. • Also, keep up your energy! Some schools might be interested in your second semester transcript • If you're working on 2/1 deadlines, repeat steps above. • Practice for interviews, if applicable |
| February | <ul style="list-style-type: none"> • In the 1st half of the month, gather material, write, and send update letters to schools, if applicable • Enjoy a less stressful load, keeping up your time-management and achieving your goals |
| March | <ul style="list-style-type: none"> • Hold steady as you await results • If you are waitlisted at dreams schools, start drafting waitlist letter |
| April | <ul style="list-style-type: none"> • If you have some competing choices among your results, inform yourself about each school • If you can visit, do that • If you can talk to students or alum, also a good idea • Create a pro/con list for each school before making a final decision • If waitlisted, send waitlist letter |
| May | <ul style="list-style-type: none"> • On or before May 1, enroll in college! • If waitlisted, keep hope alive. Many of our students have been admitted later in summer |