

College Application Tracking Chart

Application Checklist:	College Name	College Name	College Name
Campus visit date			
Application deadline			
Common Application accepted?			
Common App supplement required?			
Early Decision offered?			
Early Action offered?			
Rolling Admissions offered?			
Apply Directly to School or College within the School			
Separate App for Honors College?			
Online recommendations accepted?			
# of teacher recommendations req'd			
Letters of Recommendation w/ SASE			
Teacher 1			
Date requested:			
Date sent:			
Teacher 2			
Date requested:			
Date sent:			
Teacher 3			
Date requested:			
Date sent:			
Write recommendation thank you's:			
Teacher 1			
Teacher 2			
Teacher 3			
Counselor recommendation			
Date requested			
Secondary school report form to counselor			
Transcript:			
Requested			
Sent			
Test scores requested:			
SAT / SAT Subject Test			
ACT			
AP Test			
Application completed			
Part II / supplement completed			
Paper/online resume sent			
Midyear report sent			
Application fee paid			
Retain copy of application for your records			
FAFSA completed & sent			
CSS deadline (if required)			
CSS completed & sent			
Admission interview offered?			
Schedule interview			
Attend interview			
Thank you letter			
Letters of acceptance / denial received			
Deferred / wait listed until			
Honors letter of acceptance received			
Financial / merit aid package received			
Colleges notified of intent			
Tuition deposit sent			
Housing and other forms submitted			
Orientation scheduled			

College Application Tracking Chart