UBMS Pre-College Calendar for H.S. Seniors
2009/2010

August

• Review your career and college plans using your search website lists. Decide which colleges are right for you. Narrow your list to at least 5 schools that you will apply to.

• Request admission applications, brochures, catalogues, and other information from the colleges to which you plan to apply.

• Visit college campuses. Attend open houses.

• Review for the SAT and/or ACT (www.number2.com).

• Request fee waivers from UBMS for colleges of your choice.

• Complete the SAT and ACT applications. **Send ACT applications to the UBMS Office by Sept. 10th.**

• Search and apply for scholarships (fastweb.com, educationplanner.org…). Request applications for scholarships.

• Begin to work on completing college applications.

• If applying to a private college, check to see if any of the SAT II subject tests are required. Contact Jacque for registration information.

• Request college application fee waivers from UBMS by e-mailing (j.s.benhart@iup.edu) or calling Jacque (1-724-357-1342) or Connie (1-724-357-1341)

September

• Meet with college admission representatives who visit your school.

• Make sure registrations are complete for the SAT and ACT.

• Make plans to visit college campuses for their Open Houses.

• **Ask teachers to write letters of recommendation for you.**

• Write essays or refine your essays, tailoring them to each college's requirements.

• Request college application fee waivers from UBMS by e-mailing (j.s.benhart@iup.edu or calling Jacque (1-724-357-1342) or Connie (1-724-357-1341)

• Continue working on completing your college admission applications. When applications are complete, sign and attach your fee waiver and take them to your guidance office to be sent directly to the schools. Call or e-mail UBMS to let us know that the application has been sent. Ask your guidance office to send your paper IUP application/transcript directly to the UBMS office. If applying to universities on-line (preferred method), print the counselor page from the website and give to guidance so your transcript can be sent directly to the universities. A separate financial information form for the program must be completed and sent with application. Continue to search and apply for scholarships.

October

• Continue working on completing college applications.

• Attend a college fair at your school if offered.

• Take the SAT if you registered (**Oct. 3 @ IAHS**).

• Take the PSAT if you registered (**Oct. 17 @ IAHS**).

• Visit college Open Houses.

• Continue to search and apply for scholarships.

• Complete all of your college admission applications. Take them to your guidance office to be sent to the schools before Oct. 30th (or earlier if recommended by college).
• Follow-up with teachers who you requested letters of recommendation from. Make sure that they have sent the letters directly to your schools or have given them to the guidance office to be sent.

November

• Visit college open houses. Attend financial aid seminars with your parents/guardians when they are offered at your school.
• Continue to search and apply for scholarships.
• Begin to watch the mail for letters from colleges.
• Be sure all of your admission applications have been mailed to your schools by your guidance office.
• **IUP applications must be completed on-line or sent by November 30 (Thanksgiving) applications must be downloaded and sent in with a letter from UBMS waiving the application fee. You must ask the UBMS office for your letter.**

December

• Parents: Prepare to complete your income tax return early in January in order to fill in information on the Free Application for Federal Student Aid (FAFSA).
• Parents and Students: Attend financial aid seminar when offered at your school.
• Continue to search and apply for scholarships.
• Watch the mail for letters from colleges.
• Parents and students: Request federal PINs (personal identification number) for completing FAFSA on the web (www.pin.ed.gov).
• Check to see if colleges require completion of the CSS Profile (financial aid form that some private colleges require).

January

• The FAFSA will be mailed to you soon after January 1. Begin working on it in early January, and complete it as soon as possible in January. If you have access to the internet, FAFSA on the web is an easy alternative to the paper form **(www.fafsa.ed.gov)**. An estimated income tax statement (which can be corrected later) can be used. The sooner you apply for financial aid, the better your chances.
• Parents and Students: Attend financial aid seminars when offered at your school.
• Continue to search and apply for scholarships.
• Watch the mail for letters from colleges.
. SAT testing January 23 IAHS

February

• FAFSA must be submitted before Feb. 15
• Watch the mail for letters from colleges.
• Follow up on any requests for more information from colleges.
• Continue to search and apply for scholarships.

• Watch your mail or e-mail for your **Student Aid Report (SAR)**. Check it carefully for any errors. Make corrections if needed. If verification is requested be prepared to provide income tax forms.

March

• Start looking for a summer job
• Watch the mail for financial aid offers from colleges. Compare offers you receive. Discuss offers with UBMS and/or your guidance counselor.
• Follow up on any requests from PHEAA (financial aid) or your school's financial aid office.
• Continue to search and apply for scholarships.
. SAT June 5 IAHS

April

• Continue to watch the mail for financial aid offers.
• Make your final decision about where you will attend college and notify the college of your acceptance. **Send deposits by the deadline**. Notify the other colleges that you will not be attending.
• Continue to search and apply for scholarships.

May

• May 1st is the deadline to notify most colleges whether you are attending. Check your acceptance letters for deposit deadlines. Send deposits in before the due date.
• Complete and return housing contracts if living on-campus.
• Continue to search and apply for scholarships.

June

• **GRADUATE**!
• **Begin your summer job**
• **Contact the financial aid office at your college to verify that financial aid has been completed. Apply for loans and sign appropriate paperwork.**

NOTE: Be sure to make copies for yourself and your UBMS file (Jacque) of anything that you mail. Your school counselor and/or secretary will fax or copy to our offices if you ask.