

# Post-Secondary Planning Timeline

## Are you “Ready to Go”?

# 9

## 9th Grade

### Investigate

- High school graduation requirements;
- Interests as they relate to careers;
- Personal strengths; and
- Skills you have and those which you need to build.

### Create

- Personal portfolio – gather your report cards, evidence of awards and honors, and a list of school and community activities; and
- Personal goals using the Naviance Program.

### Action

- Take challenging courses;
- Meet with your school counselor to discuss post-secondary goals;
- Read as much as you can from a variety of materials;
- Prepare for the PSAT;
- Volunteer or work part-time;
- Participate in extra-curricular activities and
- Update your Academic and Career Plan.

# 10

## 10th Grade

### Investigate

- Career options;
- College entrance requirements;
  - ◆ Most competitive college requirements include:
    - ◆ English (4 units)
    - ◆ Social Studies (4 units)
    - ◆ Science (3-4 units)
    - ◆ Foreign Language (3-4 units)
    - ◆ Mathematics (3-4 units, at least up to Algebra II)
    - ◆ Fine/Practical Arts/Electives (with a focus)
- The cost of post-secondary education; and
- AP/IB/AICE Courses.

### Create

- Update your personal portfolio throughout the school year;
- Create a resume using the Naviance Program; and
- Update and modify your personal goals as needed.

### Action

- Continue to take challenging courses;
- Meet with your school counselor to evaluate your current performance as it pertains to future goals;
- Read as much as you can from a variety of materials;
- Take the PSAT and/or PLAN tests;
- Volunteer or work part-time;
- Start saving for college; and
- Participate in extra-curricular activities.

# 11

## 11th Grade

### Investigate

- College options and the application process;
- NCAA Clearinghouse for potential college athletes;
- Personal traits and how they relate to future plans;
- Dual Enrollment with Northern Virginia Community College.

### Create

- Update personal goals;
- Update personal portfolio; and
- Finalize and update your resume in the Naviance Program

### Action

- Continue to take challenging courses to include AP/IB/AICE;
- Take the PSAT in the Fall of your junior year;
- Take the SAT or ACT in the Spring of your junior year. Remember, SAT preparation is now free at [www.khanacademy.org](http://www.khanacademy.org).
- Form relationships with teachers and determine who you may ask for a letter of recommendation;
- Participate in extra-curricular activities and consider options for leadership within organizations;
- Attend college fairs;
- Visit college campuses during spring break; and
- Meet with your school counselor and begin to finalize your post-secondary plan.

### Investigate

- College entrance requirements;
- College application deadlines;
- Financial aid deadlines;
- Scholarship options;
- College majors; and
- Community College options.

### Create

- Update your personal portfolio throughout the school year;
- Finalize your resume using the Naviance Program; and
- Finalize your personal goals.

### Action

#### ■ June-August:

- Prepare for the SAT/ACT. Remember, preparation is free at [www.khanacademy.org](http://www.khanacademy.org)
- Practice completing online applications
- Practice college essays and ask family, friends and teachers to review your writing
- Decide if you will apply to college early
- Work part-time or intern

#### ■ September:

- Meet with your school counselor for your senior interview
- Register for the fall SAT/ACT tests
- Search for colleges and make a plan for meeting application deadlines
- Request letters of recommendation from teachers and family friends

#### ■ October-December:

- Take the SAT I/SAT II/ACT again if needed
- Request recommendations from teachers
- Apply to colleges

#### ■ January-March:

- Complete the Federal Application for Federal Student Aid (FAFSA) with your parents
- Complete scholarship applications
- Continue to apply to colleges

#### ■ April:

- Review college acceptance decisions and finalize your college choice
- Notify your selected school by sending letter of commitment and submitting a deposit check
- Review any financial aid packages and scholarship awards with your parents
- Study for AP/IB/AICE Exams
- Apply to Northern Virginia Community College if that is your chosen path
- Take the Northern Virginia Community College placement test if needed

#### ■ May:

- Take AP/IB/AICE exams
- Send thank you notes to people who wrote letters of recommendation

#### ■ June:

- Inform your school counselor of any earned scholarships
- Inform your school counselor about your final post-secondary plan
- Register for college courses

#### ■ July-August:

- Participate in any summer orientation program available at your school of choice
- Finalize financial aid arrangements
- Get ready to start college in the fall!

Adapted from Battlefield High School Counseling Department – Counselor, Elizabeth Chase-Kang