

# CVHS Counseling Center College Process Checklist

Name: \_\_\_\_\_

★ Please complete as much of the checklist as possible and bring it to your College Appointment ★

**Step 1:** Complete Senior Forms (*Put in folder when complete*)

- Résumé
- Student Reflection
- Parent Reflection (*Optional*)
- NCAA Eligibility Application (*If you plan to compete in collegiate athletics*)

**Step 2:** Testing Information (*Highlight all that apply*)

- I have taken the:  SAT     ACT
- I plan/registered to take the SAT/ACT for the **first** time on: \_\_\_\_\_
  - I plan/registered to take the SAT/ACT for the **second** time on: \_\_\_\_\_

**Step 3:** List four names of teachers that know you well. Identify which one of two you will ask for letters of recommendation with a star. ☆ (Junior Year preferable)

1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

Step 4:	College Name	Admissions Deadline	Uses the Common Application? ( <i>Please bold answer</i> )
1.			Yes or No
2.			Yes or No
3.			Yes or No
4.			Yes or No
5.			Yes or No
6.			Yes or No

**Step 5:** Determine your next step. Different schools have different admissions requirements. Please use the categories below as the minimum requirements.

**Schools that use the Common App**

- Create a Common App account
  - Invite required # of teachers (ask teachers first)
  - Invite your counselor
- \*\*\*Transcript Request forms are not needed for schools using common app\*\*\*

**Selective schools not using the Common App:**

- Visit each school's website to determine the exact admissions requirement
- Print, fill out student section, and submit required school forms in your folder
- Submit Transcript Request Form to Mindy Depue

**\*\*\*Please turn this checklist into the Counseling Center when the form is completed. Plan for 3-4 weeks from the time you submit a complete folder until staff have completed your forms or letter of recommendation.\*\*\***

## **Crescent Valley Guidance and Counseling Department College Admissions**

### **Student Reflection**

Your teachers and counselor will be using the following information when developing their letters of recommendation.

#### **Please attach a copy/fill in your Résumé on the following page**

1. Provide a description of yourself. Consider these suggestions:
  - Select five adjectives that describe you and explain why you picked them.
  - What are your strengths?
  - In what areas would you like to see additional personal growth?
  - How do you perceive yourself? How do others perceive you?
2. Describe your proudest accomplishments. Include at least one educational example. Explain.
3. What involvement or activity has been most meaningful to you? Explain.
4. How have you demonstrated leadership in and out of the classroom?
5. Are there any circumstances that have had a negative impact on your academic performance? Explain.
6. What are your tentative career plans?

# John Smith

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Academic Record	AGPA: 3.75 SAT: CR-620 M-650 W-600	Class Rank: 67/271 AP Test Scores:US History-4
School Activities	Medical Careers Explorers Club Destination Imagination National Honor Society JV/Varsity Basketball	9 <sup>th</sup> -12 <sup>th</sup> Grade 9 <sup>th</sup> -12 <sup>th</sup> Grade 9 <sup>th</sup> -12 <sup>th</sup> Grade 9 <sup>th</sup> -12 <sup>th</sup> Grade
Out of School Activities	Portland Plunge-Homeless Immersion Program Church Youth Group Piano Cashier-Winco Foods 20 hrs/wk Volunteer- Good Samaritan Hospital	9 <sup>th</sup> -12 <sup>th</sup> Grade 10 <sup>th</sup> -12 <sup>th</sup> Grade 12 <sup>th</sup> Grade 10 <sup>th</sup> Grade 11 <sup>th</sup> Grade
Leadership	President, Spanish Club Member, Corvallis Youth Leadership Team Outdoor School Counselor	12 <sup>th</sup> Grade 12 <sup>th</sup> Grade 10 <sup>th</sup> Grade
Honors and Awards	National Honors Society Rotary Student of the Month National Merit commended Student National Spanish Exam: Level 4-Honors	

**Please Note:** Activities are listed in order with the most current item listed first

## Guardian Perceptions for the College Application Process

As part of the college application process, your counselor may be writing a letter of recommendation for your student. We invite you to help in that process by sharing your insights about your student's challenges and personal growth. Filling out this questionnaire is *optional*. You may write on any or all of the questions, using this form or a separate page.

**Student Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

1. What do you consider to be the outstanding accomplishments of your student during the past three or four years? Why?
2. In what areas has your student shown the most development and growth during the past three or four years?
3. What do you consider to be their outstanding personality traits?
4. If you had to describe your student in 5 adjectives, what would they be?
5. Are there any unusual medical or personal circumstances that have affected your student's educational experience?