

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 *(check 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 or two you will ask for letters of recommendation with a star. ★ (Junior year preferable)

1. _____

2. _____

3. _____

4. _____

Step 4:	College Name	Admissions Deadline	Uses the Common Application?
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 requirement.

Schools that use the Common App:

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

Selective schools not using the Common App:

- ☐ Visit each school's website to determine the exact admissions requirements
- ☐ 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 form is completed.
Plan for 3-4 weeks from the time you submit a complete folder until staff have completed your forms or letters of recommendation.***



Name: _____

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 answer the following questions on a separate sheet of paper****

1. Provide a description of yourself. Consider these suggestions:
 - ❖ Select 5 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?



Please also provide a copy of your resume'

Parent Perceptions for the College Application Process

As part of the college application process, your counselor may be writing a letter of recommendation for your son or daughter. We invite you to help in that process by sharing your insights about your child'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.

Please either mail/email your comments directly to the counseling office or deliver via your student.

Student Name: _____ Date: _____

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

Sample Student

Academic Record

AGPA: 3.75

Class Rank: 67/271

SAT: CR-620 M-650 W-600

AP Test Scores: US History-4

Honors Courses – Humanities 9, Honors Geometry, AP US History,
Honors American Literature

School Activities

Medical Careers Explorers Club

9th – 12th Grade

Destination Imagination

9th – 12th Grade

National Honor Society

9th – 12th Grade

JV/Varsity Basketball

9th – 12th Grade**Out of School Activities**

Portland Plunge – Homeless Immersion Program

9th – 12th Grade

Church Youth Group

10th - 12th Grade

Piano

12th Grade

Cashier – Winco Foods 20 hrs/wk

10th Grade

Volunteer – Good Samaritan Hospital

11th Grade**Leadership**

President, Spanish Club

12th Grade

Member, Corvallis Youth Leadership Team

12th Grade

Outdoor School Counselor

10th Grade**Honors and Awards**

National Honor 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.