



Here is a list of suggested action items to complete in getting to your ideal college. Write a date of when you will get the task completed. There is room for you to add additional tasks as you think of them. Research shows writing tasks down and setting due dates increases your rate of success.

Keep this list in a place where you will review it every day. The goal is to see you succeed in your ideal college and your future.

Action Item	Due Date
Identify careers you are interested in	
Identify people in those careers	
Set up a time with the people you identified either by email or phone	
Write down the questions you want to ask the person about their career (you can use the questions I provided as a guide)	
Have conversation with the people you identified	
Research requirements for the schools you are interested in	
Find out application deadline dates for the colleges you are interested in	
Sign up for the necessary tests for the colleges you are interested in	
Take the tests you signed up for	
Obtain all the paperwork needed for the application, this can include tax records, transcripts	
Draft your college essay for the application, if necessary	
Determine which teachers can provide you references for your college application and ask them	
Identify dates to take campus tours	
Take tours of the campuses you are interested in	
Schedule meeting with your career counselor to discuss your status in high school graduation requirements (discuss dual enrollment with them if you are interested)	

