

9th Grade

Season	Task	More Info	Type
Fall	Take the career assessment.	Answer a series of questions about yourself and find the careers that are best suited to you. Time Needed: Less than 1 hour	Careers
Fall	Join one or more extracurricular activities.	Extracurricular activities are fun, allow you to pursue your interests, and will look great on a college application. Time Needed: More than 1 day	Building Credentials
Winter	Use the financial planning calculator.	Assess your current college savings plan. Work with your parents to determine how your plan is progressing and discuss any changes you might need to make. Time Needed: Less than 1 day	Paying for College
Winter	Review career profiles.	Check out the profiles of the careers that are best suited to you based on your career assessment results, or browse careers by category. Learn more about the necessary skills, education, and training for each occupation. Time Needed: Less than 1 day	Careers
Winter	Add career profiles to your saved list.	When you find careers that interest you, add them to your saved careers list so you can easily access their profiles. Time Needed: Less than 1 hour	Careers
Winter	Meet with your guidance counselor.	Get to know your guidance counselor. Discuss your high school curriculum and possible career paths. They'll be able to help you set goals and plan for the future.	Building Credentials

		Time Needed: Less than 1 day	
Winter	Select high school courses for next year.	Think about your post-high school goals as you select courses for next year. Discuss your plans with your guidance counselor. Time Needed: Less than 1 day	Building Credentials
Spring	Use the Resume Builder to create a resume.	The Resume Builder takes you step-by-step through the process of writing and formatting a resume that highlights your skills and accomplishments. Time Needed: Less than 1 day	Building Credentials
Spring	Visit friends or relatives on or near college campuses.	Get a feel for college life by visiting people you know. Don't worry about taking a formal tour; just get a sense of what college is like in general. Time Needed: More than 1 day	College Search
Summer	Start a list of your accomplishments and activities.	Keeping track of these items will help you when you need to complete your resume and college application. Be sure to note academic and extracurricular items. Time Needed: Less than 1 hour	Building Credentials
Summer	Do community service, get a job, or join an enrichment program.	These activities can help you pursue your interests or develop your skills—and they'll look great on a college application. Time Needed: More than 1 day	Building Credentials

10th Grade

Season	Task	More Info	Type
Fall	Take a new career assessment.	If your interests have changed, you may want to take the career assessment again to discover careers that are best suited to your current goals. Time Needed: Less than 1 hour	Careers
Fall	Add career profiles to your saved list.	Continue exploring the profiles of careers that are best suited to you and add any careers of interest to your saved list so you can easily access those profiles. Time Needed: Less than 1 hour	Careers
Fall	Search for colleges.	Answer questions about your preferences and goals and get a list of colleges that meet your criteria. Time Needed: Less than 1 hour	College Search
Fall	Review your college search results list.	Read the profiles of the schools on your list. Learn about admissions, costs, programs offered, and campus life. Time Needed: Less than 1 day	College Search
Fall	Take a PSAT practice test.	If you're planning on taking the PSAT this fall, take a practice test to prepare. You can get familiar with the exam and discover what you still need to study. Time Needed: Less than 1 day	Test Prep
Fall	Stay involved in extracurricular activities.	Staying involved helps you pursue your interests and build new skills. It also demonstrates your dedication and commitment—which is something that colleges like to see.	Building Credentials

		Time Needed: More than 1 day	
Fall	Start a new extracurricular activity.	If you've developed new interests or just want to get more involved, join another extracurricular activity. If you haven't joined any yet, now is a great time to start. Time Needed: More than 1 day	Building Credentials
Fall	Meet with your guidance counselor.	Check in with your guidance counselor to make sure you're staying on track with your career goals and your high school courses. Time Needed: Less than 1 day	Building Credentials
Winter	Add colleges to your saved list.	Review your results list and read college profiles to see which schools interest you. Add these schools to your saved list so you can easily access their profiles and contact information. Time Needed: Less than 1 hour	College Search
Winter	Select high school courses for next year.	Think about your post-high school goals as you select courses for next year. Discuss your plans with your guidance counselor. Time Needed: Less than 1 day	Building Credentials
Spring	Take practice tests for the SAT Subject Tests.	If you're planning on taking any SAT Subject Tests, take practice tests in the appropriate subjects to prepare. You'll get familiar with the exams, answer test-like questions, and discover where to focus your study time. Time Needed: Less than 1 day	Test Prep
Spring	Update your resume using Resume Builder.	Keep your resume up-to-date so you can use it for summer jobs or internships. Time Needed: Less than 1 hour	Building Credentials
Summer	Update your list of	Keeping track of these items will help you when you need to complete	Building

	accomplishments and activities.	your resume and college application. Be sure to note academic and extracurricular items. Time Needed: Less than 1 hour	Credentials
Summer	Get a job or internship, volunteer, or join an enrichment program.	These activities can help you pursue your interests or develop your skills—and they’ll look great on a college application. Time Needed: More than 1 day	Building Credentials
Summer	Contact colleges that interest you.	Request more information from the schools on your saved colleges list. Contact information is usually found in the college profiles. Time Needed: Less than 1 hour	College Search

11th Grade

Season	Task	More Info	Type
Fall	Take the pre-test in the online course for the PSAT.	Get ready for the PSAT with the online course. Begin by taking the pre-test to get a personalized set of lessons. Based on the pre-test results, you'll get the lessons you need and skip what you don't. Time Needed: Less than 1 day	Test Prep
Fall	Update your college search preferences.	Be sure to keep your preferences up-to-date. When you make changes, check out your results list to see colleges that meet your revised criteria. Time Needed: Less than 1 hour	College Search
Fall	Complete your lessons in the online course for the PSAT.	Build your Critical Reading, Writing, and Math knowledge, and learn test-taking strategies. Complete the quizzes at the ends of the lessons to test your skills. Time Needed: More than 1 day	Test Prep
Fall	Complete the practice tests in the online course for the PSAT.	Get ready for test day by taking two timed, full-length practice tests. You'll become familiar with the exam and discover where to focus your study time. Time Needed: Less than 1 day	Test Prep
Fall	Review your college search results list.	Read the profiles of the schools on your list. Learn about admissions, costs, programs offered, and campus life. Time Needed: Less than 1 day	College Search
Fall	Add colleges to your saved list.	Add schools of interest to your saved list so you can easily access their profiles and contact information.	College Search

		Time Needed: Less than 1 hour	
Fall	Stay involved in extracurricular activities.	Work toward a leadership position in at least one of your activities. In addition to dedication and commitment, colleges like to see evidence of initiative and leadership ability. Time Needed: More than 1 day	Building Credentials
Fall	Meet with your guidance counselor.	Check in with your guidance counselor to make sure you're staying on track with your career goals and your high school courses. Time Needed: Less than 1 day	Building Credentials
Fall	Organize a testing plan and mark the test dates on a calendar.	Staying organized will help you keep track of important dates and ensure that you have plenty of time to prepare. Time Needed: Less than 1 hour	Test Prep
Fall	Attend at least one college fair.	College fairs are great opportunities to get information on a large number of schools at one time and make contacts with admissions officers at schools you're interested in. Time Needed: Less than 1 day	College Search
Fall	Speak with at least one college representative who visits your high school.	Talking with a representative one-on-one can help you get more insight into a college. It's also a good way for you to make a contact with an admissions officer at a school you're interested in. Time Needed: Less than 1 hour	College Search
Winter	Take the pre-test in the online course for the SAT.	Get ready for the SAT with the online course. Begin by taking the pre-test to get a personalized set of lessons. Based on the pre-test results, you'll get the lessons you need and skip what you don't. Time Needed: Less than 1 day	Test Prep
Winter	Take the pre-test in the online	Get ready for the ACT with the online course. Begin by taking the	Test Prep

	course for the ACT.	pre-test to get a personalized set of lessons. Based on the pre-test results, you'll get the lessons you need and skip what you don't. Time Needed: Less than 1 day	
Winter	Complete a scholarship search.	Answer a series of questions about yourself and your activities to get a list of scholarships that suit your qualifications. Time Needed: Less than 1 day	Paying for College
Winter	Add scholarships to your saved list.	Read profiles of the scholarships on your search results list. Determine which ones you're interested in and put them on your saved list so you can easily access their profiles. Time Needed: Less than 1 hour	Paying for College
Winter	Rank the schools on your saved colleges list.	Read the profiles of the schools on your saved list and think about how you would rank them. Make any changes in ranking that are necessary. Time Needed: Less than 1 day	College Search
Winter	Take the financial aid quiz.	Test your knowledge by answering multiple-choice questions about financial aid. Use the results to discover what topics you want to learn more about. Time Needed: Less than 1 hour	Paying for College
Winter	Complete your lessons in the online course for the SAT.	Build your knowledge of the test subjects, and learn test-taking strategies. Complete the quizzes at the ends of the lessons to test your skills. Time Needed: More than 1 day	Test Prep
Winter	Complete your lessons in the online course for the ACT.	Build your knowledge of the test subjects, and learn test-taking strategies. Complete the quizzes at the ends of the lessons to test your skills.	Test Prep

		Time Needed: More than 1 day	
Winter	Talk to your family.	Discuss your thoughts and concerns about the college admissions process. Let them know what you're thinking and listen to their opinions as well. Time Needed: Less than 1 day	Building Credentials
Winter	Select high school courses for next year.	Think about your post-high school goals as you select courses for next year. Discuss your plans with your guidance counselor. Time Needed: Less than 1 day	Building Credentials
Winter	Create a filing system to keep your college information organized.	Have a separate file for each school, and within each school file, keep different kinds of paperwork separate (admissions, financial aid, academics, athletics, etc.). Time Needed: Less than 1 day	College Search
Winter	Complete the practice tests in the online course for the SAT.	Get ready for test day by taking three timed, full-length practice tests. You'll become familiar with the exam and discover where to focus your study time. Time Needed: Less than 1 day	Test Prep
Winter	Complete the practice tests in the online course for the ACT.	Get ready for test day by taking three timed, full-length practice tests. You'll become familiar with the exam and discover where to focus your study time. Time Needed: Less than 1 day	Test Prep
Spring	Take practice tests for the SAT Subject Tests.	If you're planning on taking any SAT Subject Tests, take practice tests in the appropriate subjects to prepare. You'll get familiar with the exams, answer test-like questions, and discover where to focus your study time.	Test Prep

		Time Needed: Less than 1 day	
Spring	Update your college search preferences.	Be sure to keep your preferences up-to-date. When you make changes, check out your results list to see colleges that meet your revised criteria. Time Needed: Less than 1 hour	College Search
Spring	Update your resume using the Resume Builder.	Keep your resume up-to-date so you can use it for summer jobs, internships, or your college applications. Time Needed: Less than 1 hour	Building Credentials
Spring	Contact your recommendation letter writers.	Asking for assistance now will give your writers more time to prepare the letters and prevent them from feeling overwhelmed in the fall. Time Needed: Less than 1 hour	College Admissions
Spring	Take practice tests for the AP Exams.	If you're planning on taking any AP exams, take practice tests in the appropriate subjects to prepare. You'll get familiar with the exams, answer test-like questions, and discover where to focus your study time. Time Needed: Less than 1 day	Test Prep
Spring	Set up appointments with at least three of your top college choices.	Contact schools before you visit and make appointments for the activities you may want to do: a campus tour, an admissions interview, a meeting with a coach or professor, etc. Time Needed: Less than 1 hour	College Admissions
Spring	Apply for a summer job or internship.	A summer job or internship can help you pursue your interests and build your skills—and it'll look great on your college application. Time Needed: Less than 1 day	Building Credentials
Summer	Update your list of	Keeping track of these items will help you when you need to	Building

	accomplishments and activities.	complete your resume and college application. Be sure to note academic and extracurricular items. Time Needed: Less than 1 hour	Credentials
Summer	Update your saved colleges list.	Now that you have more information about the schools, think about changes you may want to make. Re-rank the schools if necessary. Remove any schools you're no longer interested in. Add any new schools of interest. Time Needed: Less than 1 hour	College Search
Summer	Create a filing system for your financial aid information.	Staying organized will ensure that you have all the information you need and that it will be easy to find when you fill out financial aid forms. Time Needed: Less than 1 day	Paying for College
Summer	Visit at least three of the schools on your list.	When you visit schools, take a tour and talk with the admissions staff to get more information. Try to talk with students and professors to get a sense of what life will be like there. Time Needed: More than 1 day	College Admissions
Summer	Complete the Application Essay Tutorial.	Allow the tutorial to guide you through the process of writing your essay. You'll also be able to view sample application essays. Time Needed: More than 1 day	College Admissions

12th Grade

Season	Task	More Info	Type
Fall	Take a practice test for the SAT.	Get familiar with the exam, answer test-like questions, and discover where to focus your study time. Time Needed: Less than 1 day	Test Prep
Fall	Take a practice test for the ACT.	Get familiar with the exam, answer test-like questions, and discover where to focus your study time. Time Needed: Less than 1 day	Test Prep
Fall	Take practice tests for the SAT Subject Tests.	If you're planning on taking any SAT Subject Tests, take practice tests in the appropriate subjects to prepare. You'll get familiar with the exams, answer test-like questions, and discover where to focus your study time. Time Needed: Less than 1 day	Test Prep
Fall	Update your college search preferences.	Be sure to keep your preferences up-to-date. When you make changes, check out your results list to see colleges that meet your revised criteria. Time Needed: Less than 1 hour	College Search
Fall	Update your saved colleges list.	Review your list and see if there are any new schools you want to add. Re-rank the schools if necessary. Remove any schools you're no longer interested in. Time Needed: Less than 1 hour	College Search
Fall	Update your scholarship search options if necessary.	If your qualifications have changed, update your search options and see whether any new scholarships have been added to your results. Time Needed: Less than 1 hour	Paying for College
Fall	Add scholarships to your	Read profiles of the scholarships on your search results list. Determine	Paying for

	saved list.	<p>which ones you're interested in and put them on your saved list so you can easily access their profiles.</p> <p>Time Needed: Less than 1 hour</p>	College
Fall	Visit at least three of the schools on your list.	<p>When you visit schools, take a tour and talk with the admissions staff to get more information. Try to talk with students and professors to get a sense of what life will be like there.</p> <p>Time Needed: More than 1 day</p>	College Admissions
Fall	Stay involved in extracurricular activities.	<p>Work toward a leadership position in at least one of your activities. In addition to dedication and commitment, colleges like to see evidence of initiative and leadership ability.</p> <p>Time Needed: More than 1 day</p>	Building Credentials
Fall	Mark any important deadlines on a calendar.	<p>Keep track of deadlines for your college and scholarship applications and financial aid forms.</p> <p>Time Needed: Less than 1 hour</p>	College Admissions
Fall	Finalize your college list.	<p>Compare the schools on your list and decide which schools you want to apply to.</p> <p>Time Needed: Less than 1 day</p>	College Admissions
Fall	Ask for letters of recommendation.	<p>Make sure your writers have all the information they need to complete the recommendation. Discuss your plans and goals with them so they can write from a more personal level.</p> <p>Time Needed: Less than 1 hour</p>	College Admissions
Fall	Complete your college applications.	<p>Make sure you've completed all the necessary information and gathered the required materials before you send your applications. Meet with your guidance counselor to make sure that all materials are sent to the appropriate colleges.</p>	College Admissions

		Time Needed: More than 1 day	
Winter	Meet with your guidance counselor.	Check in with your guidance counselor to make sure you're on track for graduation. Time Needed: Less than 1 day	Building Credentials
Winter	Follow up with schools on your applications.	Make sure they've received the necessary materials. If something is missing, send it as soon as possible. Time Needed: Less than 1 day	College Admissions
Winter	Send mid-year grade reports.	Ask your counselor to send mid-year grade reports to the schools you applied to. Time Needed: Less than 1 day	College Admissions
Winter	Submit financial aid forms.	Complete and submit the FAFSA after January 1. Some colleges also require the PROFILE form; check with specific colleges for deadlines. Time Needed: More than 1 day	Paying for College
Spring	Update your resume using the Resume Builder.	Keep your resume up-to-date so you can use it for summer jobs or internships. Time Needed: Less than 1 hour	Building Credentials
Spring	Apply for a summer job or internship.	A summer job or internship can help you pursue your interests and build your skills, and may help you earn a little money for college. Time Needed: Less than 1 day	Building Credentials
Spring	Take practice tests for the AP Exams.	If you're planning on taking any AP exams, take practice tests in the appropriate subjects to prepare. You'll get familiar with the exams, answer test-like questions, and discover where to focus your study time.	Test Prep

		Time Needed: Less than 1 day	
Spring	Compare your financial aid packages with the Award Analyzer.	Enter the information from your financial aid award letters from each school, and the Award Analyzer will calculate key aid figures. Compare your options to see which school leaves you with the least unmet need. Time Needed: Less than 1 day	Paying for College
Spring	Decide which college you will attend.	Notify all the schools you applied to of your intent. Time Needed: More than 1 day	College Admissions
Spring	Complete enrollment paperwork.	Be sure to complete all necessary forms and send in any deposits for the school you will attend. Time Needed: More than 1 day	College Admissions