

# COUNTDOWN TO GRADUATION

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Good decisions follow a timetable. When you complete each task, record the date.

## **Ninth grade**

### *Fall*

\_\_\_\_\_ Make an appointment to meet with your counselor.

\_\_\_\_\_ Discuss your academic/career plans and personal and academic strengths.

### *Spring*

\_\_\_\_\_ Begin working with Naviance.

\_\_\_\_\_ Explore interest and careers.

\_\_\_\_\_ Make an appointment with your counselor to review your academic progress and plan your program for next year. Talk about your grades. Remember the grades earned in the ninth grade are part of your official high school transcript.

\_\_\_\_\_ Continue participation in extracurricular activities or get involved in an activity.

## **Tenth grade**

### *Fall*

\_\_\_\_\_ Continue your participation in extracurricular activities.

\_\_\_\_\_ Take the PSAT. Check with your counselor for more information.

\_\_\_\_\_ Continue working with Naviance.

### *Winter*

\_\_\_\_\_ Talk with your counselor about your grades.

\_\_\_\_\_ Meet with your counselor to discuss results of the PSAT.

\_\_\_\_\_ Find out what kinds of postsecondary schools offer the education you need to meet your career plans.

\_\_\_\_\_ Consider career and technology course offerings at the Knox County Career Center.

\_\_\_\_\_ Attend College Credit Plus (CCP) information session.

### *Spring*

\_\_\_\_\_ Plan next year's program to reflect your interests, school progress, and emerging career plans.

\_\_\_\_\_ Continue working with Naviance.

\_\_\_\_\_ Take ACT/SAT or Accuplacer test for CCP classes.

## **Eleventh grade**

### *Fall*

\_\_\_\_\_ Take the PSAT and the National Merit Scholarship Qualifying Test (NMQT).

\_\_\_\_\_ Attend college programs sponsored by your counseling department.

\_\_\_\_\_ Acquire volunteer or job experiences related to career plans.

### *Fall/Winter*

\_\_\_\_\_ Meet with your counselor about your progress.

\_\_\_\_\_ Meet with college admissions representatives who visit your school.

\_\_\_\_\_ Get information on trade and technical schools.

\_\_\_\_\_ Take career interest inventories.

\_\_\_\_\_ Continue working with Naviance.

\_\_\_\_\_ Begin working with Naviance to identify colleges you may want to apply.

\_\_\_\_\_ Attend College Credit Plus (CCP) information session.

### *Early Spring*

\_\_\_\_\_ Consider career goals as you select classes.

\_\_\_\_\_ Plan next year's program to enhance prospects for employment opportunities and college admissions.

\_\_\_\_\_ Work with your counselor to determine if you are ready for American College Testing (ACT), Scholastic Achievement Test (SAT), or SAT Subject Tests.

\_\_\_\_\_ Use Naviance to identify appropriate colleges and/or trade and technical schools.

### *Spring*

\_\_\_\_\_ Attend college fairs and school-sponsored programs. Confer with your counselor about postsecondary plans.

\_\_\_\_\_ Register for ACT, SAT and/or SAT Subject Tests, as appropriate.

\_\_\_\_\_ Spend time on Naviance exploring information.

\_\_\_\_\_ Find out about summer enrichment programs.

\_\_\_\_\_ Begin visiting colleges and/or trade and technical schools.

\_\_\_\_\_ Assemble a file of materials collected from colleges and/or trade and technical schools and those distributed by your counseling department.

\_\_\_\_\_ Make interview appointments for the summer or early fall, if appropriate. Practice interviewing skills.

\_\_\_\_\_ Become familiar with college and job applications.

\_\_\_\_\_ Develop your résumé/personal references.

## **Twelfth grade**

### *Summer/Fall*

\_\_\_\_\_ Make an appointment with your counselor for you and your parents to discuss postsecondary plans.

\_\_\_\_\_ Register for ACT, SAT, and/or Subject Tests, as appropriate.

\_\_\_\_\_ Stay abreast of all scholarship opportunities.

\_\_\_\_\_ Review high school records, including graduation requirements.

\_\_\_\_\_ Visit college and/or trade and technical schools. Talk to admissions representatives who visit your school.

\_\_\_\_\_ Seek out scholarship information and apply as appropriate.

\_\_\_\_\_ Attend college and career programs sponsored by your counseling department.

\_\_\_\_\_ Familiarize yourself with your school's transcript request procedure and follow it.

\_\_\_\_\_ Talk with your counselor about your academic progress.

### *Fall/Winter*

\_\_\_\_\_ Complete college admission applications. Abide by both school and college deadlines.

\_\_\_\_\_ Seek letters of recommendation, if needed. Give teachers and counselors sufficient notice.

\_\_\_\_\_ If appropriate, have your parents complete and Free Application for Federal Student Aid (FAFSA) and other financial aid forms, if required by the college, and file after October 1.

### *Spring*

\_\_\_\_\_ Maintain good grades and good attendance.

\_\_\_\_\_ Notify your counselor of your application status as you hear from the colleges.

\_\_\_\_\_ Request a final transcript to be sent to the college you will attend in the fall.

\_\_\_\_\_ Notify the colleges you are not planning to attend.