
Worksheet 13: Your In-Progress Tracking Sheet

College Name: _____

Web Address: _____

User Name: _____

Password Hint: _____

Circle: Early Decision Early Action Regular Decision Rolling Admissions

Deadline Date: _____

Basic Personal Information

Entered and Completed: Date: _____

Additional Information Needed

SAT Scores Sent: Date: _____

ACT Scores Sent: Date: _____

SAT Subject Test Scores Sent (if required): Date: _____

Requested Letters of Recommendation

Teacher #1: _____ Online Stamped, Addressed Envelope
Date: _____

Teacher #2: _____ Online Stamped, Addressed Envelope
Date: _____

Other #3: _____ Online Stamped, Addressed Envelope
Date: _____

Supplemental Forms

Activity Sheet Completed: Attached/Uploaded Mailed Date: _____

College Essay Completed: Attached/Uploaded Mailed Date: _____

Additional Essays Completed: Attached/Uploaded Mailed Date: _____

Paid Application Fee: Date: _____

Common Application and Supplementals Submitted: Date: _____

Special Circumstances

Coaches Contacted (if required): Date: _____

Audition Scheduled (if required): Date: _____

Interview Scheduled (if required): Date: _____

Sent Transcript Request to Guidance: Date: _____

Completed CSS/Profile Financial Aid (if required): Date: _____

Contacted Admissions to Verify ALL Application Materials Received**

Via Email: Phone: Date: _____

Notes:

** As the deadline for each application approaches, it is your responsibility to contact the admissions office of each college to *verify* that your materials have been received and that your application is complete and ready for review.