



9th 10th 11th 12th
**HIGH
SCHOOL**
BE THE
FUTURE

Student Checklist

Use this checklist to help prepare you for your next step!

- Let's get excited for the next few years** and attend classes with your goals in mind! Start by making a plan with your school counselor.
- Join school clubs and sports to get involved.**
- Create your official academic email.** This is a professional email address that will hold your important information. Example: FirstLast###@gmail.com (TallPinkKitty863@aol.com is NOT appropriate).
- Begin studying for the PSAT and PreACT.** Consider taking an SAT/ACT prep course.
- Get and stay organized.** These habits will make high school easier and are great for post-graduation. Create a B.T.F.B.U. binder for all of your important documents.
- Complete your online courses.** Talk to your school counselor about ways to complete this graduation requirement.
- Start making moves!** Attend the district-wide college fair in the early Fall or Career Expo. Complete a scholarship search, take a college & career assessment and update your plans with your counselor.
- Take more challenging courses. Consider honors or advanced placement (AP) classes. Don't forget to register to take the AP exams with your teacher.** Push yourself and reach higher.
- Stay on top of your academic progress** by regularly speaking with your school counselor.
- Collect at least 25 community service hours each year** and review "A Guide to Volunteering" to learn about ways that you can impact your community while boosting your resume. Consider becoming a Mentor/Mentee. Earn volunteer hours by helping middle schoolers while getting advice from seniors or recent grads. Try to link these activities with your post-high school plans as an experience builder. Stay competitive against other college applicants and job seekers by completing 100 hours before graduating. You will be ahead of the pack!
- Prepare for and take the Florida Standards Assessment (FSA) for reading, math and writing in the spring.** You must pass the reading and math tests during (or after) the 10th grade in order to graduate.
- Register for and take the PSAT & PreACT.** Read "A Quick Guide to the SAT/ACT". Visit sat.org and act.org for more information. Each school offers all sophomores the opportunity to take the PSAT during school hours and free of charge.
- It's crunch time! Continue to work hard and get great grades.** Remember that your final transcript reflects every class you've taken in high school.

- Study and take the SAT and ACT.** View upcoming testing dates at sat.org or act.org and ask your school counselor about receiving a fee waiver. You should take the exam at least once during the junior year and again during the Fall of senior year.
 - Take a tour or attend an open house on a college campus** to see exactly what you're working toward. Each school has an admissions website where you can learn about more opportunities. Take advantage of this **FREE** opportunity!
 - Pursue leadership positions and summer enrichment programs.** Be proactive during the summer and seek out opportunities to help you develop and learn.
 - Research and create a college list.** Start by taking a look at your desired career and the courses or programs required to obtain that degree. Speak to your school's counselor about your current transcript, financial needs, and ability to relocate. Compare this with the tuition and admission requirements from each school. Visit BigFuture.org to get started.
 - Create a resume/list of accomplishments** for potential employers. Checkout "A Quick Guide for Resumes".
 - Stay Focused!** Now is an exciting and stressful time, but don't forget your goals and the future you're working toward. You have a lot of deadlines to juggle but stay calm. You Got This!
 - Don't forget about your AP exams.** Speak to your teachers about registering for each AP exam.
 - Request letters of recommendations** from your trusted mentors and teachers. Try to give teachers 2-3 weeks' notice if you want a stellar letter.
 - Create a purposeful and inspiring personal statement.** Think about your past, community, and goals. Write an accurate essay that tells your story.
 - Be sure your SAT/ACT scores and final transcripts are sent to all of the schools that you are applying to.**
 - Complete the FAFSA (Free Application for Federal Student Aid) application** (fafsa.gov). Read "A Quick Guide to FAFSA". Remind your parents to send in your FAFSA as soon as possible after October 1st. Click here for more FAFSA information
 - Apply for scholarships.** Seek out and apply for scholarships specific to you.
 - Consider an internship** in your field of interest. Visit the websites of the leaders within your desire industry to apply for internships and go to fastweb.com for more opportunities.
 - Set next year's goals and expectations.** Your goals should be Specific, Measurable, Attainable, Relevant, and Time-bound (SMART). List them and read them regularly.
 - DON'T GIVE IN TO SENIORITIS!!!!** Attend classes on time and prepared every day.
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