

# College Planner Tool

***This planner has several different tools that will allow you to organize and collect important information for your college career. You can print the entire tool package or select certain sheets to print.***

- ✓ The first page includes a "School" sheet with items and information to list about each school you are interested in attending.
- ✓ The second page is my "Personal Profile" information to be used with school applications or other requested information from the schools.
- ✓ The third page is a sheet to record "Campus Visits: Questions to Ask" while you are visiting each specific school. This can be modified or customized depending on the school you wish to attend and the questions you want answered.
- ✓ The fourth page is an "Application Organizer" page that can be used as a tracking method to know what has been done and what needs to be done. At the top of each column, write the name of the school and be sure to talk with several different representatives from the school to see what kind of information they tell you based on your questions. Do not depend on your tour guide for all the answers.

# School Specific Information

School Name: \_\_\_\_\_

Location	Comments
Region	
Setting (urban, suburban, rural)	
Distance from home	
Academics	
Rigor of coursework	
Choice of Majors	
Class Size and student/faculty ratio	
Academic facilities	
Quality of professors	
Access to professors (i.e. when, how)	
Campus Life	
Size of student body	
Diversity of student body	
Student Attitudes about the school	
Social Life	
Extracurricular activities	
Housing Options	
Atmosphere or feeling about the campus	
Costs	
Affordability	
Access to grants/aid	
Career Preparation	
Range of Internships	
Quality of career services	
Placement Percentage in given majors	

# My Personal Profile

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_ E-mail address: \_\_\_\_\_  
High School Counselor's Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Colleges I'm applying to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## IMPORTANT SCORES:

SAT I (subject, score):	SAT II (subject, score):	AP (subject, score):
SAT I (subject, score):	SAT II (subject, score):	AP (subject, score):
SAT I (subject, score):	SAT II (subject, score):	AP (subject, score):
ACT:	High School GPA:	

**HIGH SCHOOL COURSES:** (attach a transcript.) List your favorite courses and a few words about why they were interesting to you!

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**AWARDS:** List award, date received, and description.

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**ACTIVITIES:** include jobs, volunteer work, and extracurricular activities. List the dates you participated and/or hours per week, and any leadership positions you held. On a separate sheet, you can summarize what you did and why it was meaningful.

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**PERSONAL INFORMATION:** Are you the first member of your family to attend college? Did you have an extraordinary or unique childhood? What makes you stand out as an applicant for a specific college? Using the space below, highlight some ideas and continue brainstorming how to answer these questions on a separate sheet.

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# Campus Visits: Questions to Ask

School Name: \_\_\_\_\_

**Questions for the students: What do you like most about this college?**

\_\_\_\_\_

What is the worst thing about it? \_\_\_\_\_

What do you wish you had known when you were choosing a college?

\_\_\_\_\_

\_\_\_\_\_

What are the students like at this school?

\_\_\_\_\_

\_\_\_\_\_

What are the classes like? Lots of small discussion groups? Mostly large lectures?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do graduate students or professors teach introductory classes?

\_\_\_\_\_

\_\_\_\_\_

How often in the last semester have you met with a professor outside of class?

\_\_\_\_\_

\_\_\_\_\_

Where do students study? Where do students hang out on campus? Off campus? On the weekend?

\_\_\_\_\_

\_\_\_\_\_

How central are fraternities and sororities to campus social life? What about sports?

\_\_\_\_\_

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**QUESTIONS FOR ADMINISTRATORS:** What percentage of students go on to graduate or professional schools?

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What percentage of students graduate in four years? What percentage of first- year students return for sophomore years?

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What was the average tuition increase over the past five years?

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When must you declare a major? Can you design or package your own major?

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(If applicable) Can you take classes at other schools in the area?

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Who serves as a student advisor? Do advisors change each year or can you have the same advisor all four years of college?

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What are the living options on campus? Off Campus?

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What percentage of students study abroad at some point during their four years?

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Additional questions to add: \_\_\_\_\_

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Contact Information (names, phone numbers, e-mail addresses) for students and administrators I met with: \_\_\_\_\_

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# APPLICATION ORGANIZER

			School Names				
<b>Applications</b>							
<b>Application Deadline</b>							
Application form completed							
Essays completed							
Application mailed or e-mailed							
<b>Recommendations</b>							
<b>Gave form to:</b>							
Writer mailed form or returned it to me when completed							
Sent thank you note							
<b>Gave form to:</b>							
Writer mailed form or returned it to me when completed							
Sent thank you note							
<b>Gave form to:</b>							
Writer mailed form or returned it to me when completed							
Sent thank you note							
<b>Transcripts</b>							
<b>Gave transcript form to counselor:</b>							
Form mailed:							
<b>Gave midyear report to counselor:</b>							
Form mailed:							
<b>Test Scores</b>							
Requested that score reports be sent							
SAT I							
SAT II							
ACT							
AP Exams							
<b>Financial Aid Forms</b>							
Financial aid application deadline							
FASFA Form submitted							
Completed Profile registration process if needed							
If needed, college form submitted							