

COLLEGE PERSISTENCE CHECKLIST

BEFORE COLLEGE:

- ☐ **APPLY FOR FINANCIAL AID**
 - ☐ Apply for ETV
 - ☐ Create an FSA ID
 - ☐ Fill out the FAFSA
 - ☐ Fill out the TAP application
 - ☐ Save a copy of the FAFSA Student Aid Report for records
- ☐ **APPLY FOR COLLEGE**
Best practice: all college applications should be done by Halloween
- ☐ **APPLY TO SUPPORT PROGRAMS**
 - ☐ Apply to College Choice (*if eligible*)
College Choice applications are usually due a few weeks before the start of the semester.
 - ☐ Make sure "YES" is checked on college applications answer to any questions about interest in ASAP/ACE or Opportunity Programs (HEOP/EOP/SEEK/CD).
 - ☐ Fill out supplemental applications for HEOP/EOP/SEEK/CD
 - ☐ Check your email regularly for outreach from opportunity programs and respond quickly
- ☐ **APPLY FOR SCHOLARSHIPS**
 - ☐ *If applying to private schools, fill out College Board CSS*
 - ☐ Research scholarships as needed and apply (see [Appendix G11](#))
- ☐ **ACCEPT AN ADMISSIONS OFFER**
 - ☐ Contact the school admissions department to see if they are willing to waive the commitment deposit
Most colleges require offers to be accepted by May 1st.
If you need more time, call the admissions department
- ☐ **GET ORGANIZED**
 - ☐ Make a folder for college paperwork (*keep somewhere safe*)
 - ☐ Get a copy of a foster care letter on agency letterhead
 - ☐ Write down your login and password for any college student account in the folder
Share passwords with college specialist or coach to avoid getting locked out of your student account!
 - ☐ Plan to check your email regularly (*3-4x per week*)
- ☐ **VERIFY INDEPENDENT STUDENT STATUS FOR FINANCIAL AID**
- ☐ **REGISTER FOR CLASSES**
- ☐ **ATTEND ANY SUMMER BRIDGE PROGRAMS OR ORIENTATIONS OFFERED BY THE COLLEGE**
- ☐ **IF DORMING AWAY:**
 - ☐ Pay any housing deposits up front
 - ☐ Get a copy of your lease or housing agreement to send with your College Choice documentation (*if you are eligible for College Choice*)
 - ☐ Make sure dorm supplies are purchased before the student moves into the dorm
- ☐ **APPLY FOR NEW YORKERS FOR CHILDREN BACK TO SCHOOL PACKAGE PROGRAM** (*If currently in care/aged out*)
It is vital every student going to college has a laptop of their own
- ☐ **ARRANGE FOR DISABILITY ACCOMMODATIONS (IF NEEDED)**
Contact campus office for students with disabilities

EVERY SEMESTER:

- ☐ **PURCHASE BOOKS & ONLINE ACCESS FOR ALL CLASSES BY THE END OF THE FIRST WEEK OF THE SEMESTER!**
Agencies should make emergency funds available for any students who do not have books either due to a funding gap or a delay
- ☐ **CHECK IN WITH:** Coaches, tutors, counselors, and any other supportive adults regularly, especially during freshman year
- ☐ **RE-APPLY FOR COLLEGE CHOICE**

AT THE HALFWAY MARK OF THE SEMESTER:

- ☐ **CHECK IF IT'S NECESSARY TO WITHDRAW FROM ANY CLASSES**
- ☐ **REGISTER FOR CLASSES FOR NEXT SEMESTER**
Registration for the next semester opens around the middle of the semester.
Students should register for the following semester as soon as possible; definitely before they start studying for finals.
- ☐ **CHECK STUDENT ACCOUNT & FINANCIAL DOCUMENTS**
 - ☐ Check student account for holds and past-due balances
 - ☐ Submit any missing financial aid documents
 - ☐ Apply for emergency funding if needed

AFTER EACH SEMESTER:

- ☐ **REVIEW GRADES FROM THE SEMESTER**
Celebrate the positives, and make a plan to improve anything that needs improvement
- ☐ **SUBMIT ANY NEEDED APPEALS**
 - ☐ Grade appeals (*if received "WU" or "F" or was graded unfairly*)
 - ☐ Financial aid appeals (*if student lost financial aid*)
 - ☐ Dismissal appeals (*if academically dismissed*)

IF ELIGIBLE FOR ETV:

- ☐ Send Transcript to ETV

IF ELIGIBLE FOR NYFC BACK TO SCHOOL PACKAGE

- Even students who already have a laptop will receive an Amazon gift card every semester if they reapply.

IF STUDENT IS INTERESTED IN TRANSFERRING:

- ☐ Submit transfer applications (see [Appendix G18](#))

IF STUDENT IS NEARING COMPLETION OF A 2-YEAR DEGREE AND WANTS TO TRANSFER TO A 4-YEAR COLLEGE AFTER:

- ☐ Submit transfer application (see [Appendix G18](#))

RE-CHECK STUDENT ACCOUNT & FINANCIAL DOCUMENTS

- ☐ Check student account for holds and past-due balances
- ☐ Submit any missing financial aid documents
- ☐ Apply for emergency funding if needed

EVERY YEAR:

- ☐ **FILL OUT ETV APPLICATION**
- ☐ **REAPPLY FOR FAFSA & TAP**
- ☐ **APPLY FOR NICK'S SCHOLARS**