COLLEGE PERSISTENCE CHECKLIST

BEFORE COLLEGE:

- APPLY FOR FINANCIAL AID
  - 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 the Dorm Project (if interested and eligible)
  - Make sure “YES” is checked on college applications
  - Answer 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 agency educational specialist or case planner 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
  - Arrange for room and board pass-through
  - Arrange for a dorming away stipend
  - 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 AND 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

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.

- 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
- Fill out ETV Financial Aid Release Form

IF DORMING AWAY:

- Submit documents to continue dorming away stipend
- If student is turning 21, email phyllis.brodsky@acs.nyc.gov to transition to Exceptional Payment status
- Reapply for room and board pass-through

- REAPPLY 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_Transferring Colleges Guide

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_Transferring Colleges Guide

EVERY YEAR:

- FILL OUT ETV APPLICATION
- REAPPLY FOR FAFSA AND TAP
- APPLY FOR REPRESENT MAGAZINE AWARDS FOR YOUTH IN CARE COMPETITION
- APPLY FOR NICK’S SCHOLARS