



## IT'S A PLAN: 12TH GRADE CHECKLISTS

The senior year is critical for students to meet deadlines and complete forms as part of the college application and financial aid process. Therefore, Oregon GEAR UP created a series of comprehensive checklists for educators, students and families that address key action items for each month. In addition, there are printable handouts, links to resources, and communication tools like weekly text messages and Facebook posts.

### INSTRUCTIONS

1. **Get a team.** It's important to provide a network of support. Include administrators, teachers, parents and students to help share these messages.
2. **Make a communications plan.** Determine when and how you will share information to students and families; consider more than one method. Make sure you have students and families cell phone numbers, e-mails or mailing addresses if you plan to communicate in those ways.
3. **Download** each month's checklists and communication tools as one PDF file and any additional resources; print the resources that you want to use.

## MARCH RESOURCES

### CHECKLISTS

- Educators [page 2](#)
- Students [page 3](#)
- Families [page 4](#)
- Familias (Spanish) [page 5](#)

### COMMUNICATION

- Text Messages [page 6](#)
- Announcements [page 7](#)
- Posters [page 8](#)
- Facebook [facebook.com/oregongoestocollege](https://facebook.com/oregongoestocollege)

### HANDOUTS

- Sample Student Aid Report (SAR)

Download handouts and other months:

[oregongoestocollege.org/itsaplan/educators/downloads](https://oregongoestocollege.org/itsaplan/educators/downloads)

# MARCH

## 1 Keep up the good work.

- Remind students that colleges (and scholarship applications) look at second semester grades.
- Offer internships, job shadowing experiences, or other hands-on learning opportunities.

## 2 Continue applying to scholarships.

- Continue sharing scholarships and providing time during or afterschool to apply.

## 3 Confirm summer plans.

- Provide information on summer enrichment programs, internships and job opportunities.
- Remind students of the importance of college orientation and should therefore plan accordingly.

## 4 File taxes.

- Remind students and their families that filing taxes earlier than the April 15 deadline is critical to ensuring they can access federal and state financial aid.

### NOTES:

# MARCH

## 1 Keep up the good work.

- Colleges (and scholarship applications) look at second semester grades – so no slacking.
- Stay involved with extracurriculars and take advantage of internships, job shadowing experiences, or other hands-on learning opportunities.

## 2 Continue applying to scholarships.

- The more scholarships you apply for, the more money you might have access to for college. Keep it up!

## 3 Confirm summer plans.

- Continue applying for a summer camp or program at a university, or an internship or job in a field you're interested in.
- Remember that many college orientations happen during the summer so make sure you include that in your plans.

## 4 File taxes.

- The deadline for filing taxes is April 15, Financial aid awards are based on your and your parents tax information from previous years, so be sure to file on time.

### KEY TERMS:

**COLLEGE ORIENTATIONS** help you get acquainted with your new school. You'll learn how to get around campus without a map and meet new classmates. You might also register for your classes and sign up for student organizations. They're an important part of starting your college career off right.

### NOTES:

**NEXT MONTH:** Compare financial aid packages and choose your college!

# MARCH

This month is a bit of a break in the college and financial aid application process! Students should keep applying for scholarships and make sure their FAFSA information is correct. Most importantly, students need to continue to do well in school – it's easy to start slacking off as a second semester senior but it's important to finish the year strong. Make sure your student knows you expect the best of them in this last push until the end of the year.

## 1 Keep up the good work.

- Colleges (and scholarship applications) look at second semester grades – so make sure your student continues working hard in school. No slacking!

## 2 Continue applying to scholarships.

- Continue to encourage and support your student in applying to scholarships.

## 3 Confirm summer plans.

- Encourage your student to apply for summer enrichment programs, internships or jobs.
- Many college orientation programs take place during the summer, so help students make their plans accordingly.

## 4 File taxes.

- The deadline for filing taxes is April 15, Financial aid awards are based on your (and your child's) tax information from previous years, so be sure to file on time.

### CONVERSATION STARTERS

Now that all the major application deadlines have passed, what are you doing to ensure you stay on track this spring?

Which of your high school experiences has been most memorable?

## MARZO

Este mes es un descanso en el proceso de aplicaciones en el colegio y ayuda financiera. Los estudiantes deben continuar aplicando a becas y asegurándose que su información en la FAFSA este correcta. Aun más importante es que los estudiantes deben seguir echándole ganas a la escuela- es fácil desubicarse durante el segundo semestre pero es importante terminar el año bien. Asegúrese de que su estudiante sepa que usted espera lo mejor de ellos en estos ultimo mes de año.

### 1 Sigue haciendo buen trabajo.

- Los colegios ( y becas) miran las calificaciones del segundo semestre- asegúrese de que su estudiante siga trabajando duro en la escuela.

### 3 Confirma los planes de verano.

- Anime a su estudiante solicitar programas de enriquecimiento de verano, pasantías o puestos de trabajo.
- Muchos programas de orientación del colegio se llevaran acabo durante el verano por lo tanto ayude a su estudiante a planear adecuadamente.

### 2 Continúa aplicando para becas.

- Siga animando y apoyando a su estudiante a aplica a becas.

### 4 Declare sus impuestos.

- La fecha límite para declarar impuestos es el 15 de abril, la ayuda financiera esta basada en su (y su hijo) información de impuestos de años anteriores, así que asegúrese de presentar a tiempo.

#### TEMAS DE CONVERSACIÓN

Ahora que han pasado todas las fechas limites ¿qué estás haciendo para asegurarte de mantenerte un buen camino esta primavera?

¿Cuál experiencia de la preparatoria ha sido mas significativa para ti?

## MARCH TEXT MESSAGES

Use a free text messaging service like [remind.com](http://remind.com) to connect with seniors and their families. Schedule messages ahead of time and customize them with information from your school. You can also tweet these if Twitter is popular at your school.

week	student text message	family text message (English)	family text message (Spanish)
1	Keep up the good work - your final semester of high school matters just as much as the first 7. (Colleges are paying attention!)	Help prevent the “senior slump”! Keeping up with grades and activities is as important as ever – colleges are watching.	Manténgase al tanto con calificaciones y actividades que son igual de importante como estar viendo colegios.
2	Mo' money, mo' money, mo' money. Keep applying for scholarships – the more you try for, the more money you'll get!	“Keep on keeping on” is the theme this month! Scholarships are still available; remind your student to continue applying.	¡Sigue Adelante es el tema de este mes! Todavía hay becas disponibles. Recuerde que su estudiante puede seguir aplicando.
3	What are you doing this summer? Firm up your schedule – and don't forget to add your college orientation to the calendar!	Help your student build their summer calendar – include college orientation, camps, jobs, internships (& a bit of fun!).	Ayude a su estudiante crear su calendario este verano- incluya su orientación del colegio, campamentos , trabajo, pasantías y un poco de diversión.
4	Tax day will be here before you know it! Filing your taxes now gives you a headstart on next year's FAFSA.	Taxes. Taxes. Taxes. File before the April 15 deadline to ensure you're on track for future financial aid opportunities.	Impuestos. Impuestos. Impuestos. Presenta tu declaración de impuestos antes de la fecha límite del 15 de abril para asegurar oportunidades de ayuda financiera en el futuro.

## MARCH ANNOUNCEMENTS

Help seniors stay on track with weekly school announcements outlining the key steps to preparing for life after high school.

week	school announcement
1	Remember to keep on track with classes, extracurricular activities, and all of your other commitments! Spring of senior year can feel like a good time to take a break, but colleges are paying attention – and you don't want to let them catch you slacking off. (There might be consequences!)
2	How would you like to make even more money for college? You can! There are still scholarships out there just waiting for someone like you to apply for them. Make a goal to apply for at least 3 more applications this month. You can do it – you just have to keep on keeping on!
3	Summer is just around the corner, and with the busy-ness of spring activities during the senior year, it'll be here before you know it. Take some time this month to make plans for spending your summer wisely. Jobs, internships, & camps – they're all fun & productive! Whatever you do, be sure to add your college orientation to the summer calendar.
4	-SPRING BREAK-

# SENIOR TO DO

**MARCH**

**Keep up the  
good work.**

**Colleges (and scholarship applications) look at  
second semester grades – so no slacking!**

Learn more: [oregongoescollege.org/itsaplan](http://oregongoescollege.org/itsaplan)



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# SENIOR TO DO

**MARCH**

**Keep applying  
to scholarships.**

The more scholarships you apply to, the more money you might have access to for college. Keep it up!

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# SENIOR TO DO

**MARCH**

**Confirm  
summer plans.**

Continue applying for a summer camp or program at a university, or an internship or job in a field you're interested in.

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# SENIOR TO DO

**MARCH**

# File your taxes.

State and federal financial aid is based on you and your parents' taxes from previous years. Be sure to file on time before April 15.

Learn more: [oregongoestocollege.org/itsaplan](http://oregongoestocollege.org/itsaplan)



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