



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.

JANUARY 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

HANDOUTS

- College & Scholarship Organizer

Download handouts and other months:

oregongoestocollege.org/itsaplan/educators/downloads

JANUARY

1 Complete the FAFSA or ORSAA.

- For students who have not yet completed the FAFSA or ORSAA, hold one or more completion events for students and parents where they can get hands-on help with their application.
- Track your high school's FAFSA completion rates.
- For students who have completed the FAFSA, offer assistance in reviewing the Student Aid Report (SAR) by March 15.

2 Continue applying for scholarships.

- Give students opportunities during the school day to work on their OSAC application and other scholarships.

3 Make a summer plan.

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

4 Register with Selective Service.

- Male students must register with Selective Service within 30 days (before or after) of their 18th birthday. If they do not register, they will not be eligible for federal financial aid for college.

NOTES:

JANUARY

1 Complete the FAFSA or ORSAA

- If you haven't already, fill out and submit the Free Application for Federal Student Aid or Oregon Student Aid Application to be eligible for financial aid. You will probably need information from your family including tax returns.
- The Student Aid Report (SAR) is a summary of what you filled out on the FAFSA - make sure that all of the information is correct and make any changes.

2 Continue applying for scholarships.

- Update your OSAC profile and continue filling out the application information.
- Update your list of scholarships and apply to those with upcoming deadlines.

3 Make a summer plan.

- It's not too early to start thinking about the summer. Consider 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 Register with Selective Service.

- If you are male, you must register with Selective Service within 30 days (before or after) of your 18th birthday. If you do not register, you will not be eligible for federal financial aid for college.

KEY TERMS:

There are four basic types of financial aid that you might be eligible to receive: **grants**, **scholarships**, **loans**, and **work study**. Grants and scholarships do not need to be paid back.

Information from your FAFSA is used by federal and state governments, as well as by many colleges and scholarship providers to award financial aid.

NOTES:

NEXT MONTH:

Scholarships, scholarships, scholarships! Also, sign up for and attend preview days on college campuses.

JANUARY

If your student hasn't completed the Free Application for Federal Student Aid (FAFSA) or Oregon Student Aid Application (ORSAA), this is the month to do it! The FAFSA is used by federal and state governments, as well as by many colleges and scholarship providers to award financial aid. The ORSAA provides state financial aid to eligible undocumented students in Oregon.

There are four basic types of financial aid that you might be eligible to receive: [grants](#), [scholarships](#), [loans](#), and [work study](#). Grants and scholarships do not need to be paid back.

1 Complete the FAFSA or ORSAA.

- ❑ Remind your student to complete the Free Application for Federal Student Aid or Oregon Student Aid Application if he or she hasn't done so already. Your student will likely need your help in obtaining all of the documents they need to file. This may include social security numbers, tax returns and other financial information.
- ❑ The Student Aid Report (SAR) is a summary of what your student filled out on the FAFSA – offer to go over the information to make sure that everything is correct and make any changes if necessary.

2 Continue applying for scholarships.

- ❑ Help your student search for scholarships online and check with your employer or organizations you might be a part of for scholarship opportunities.

3 Make a summer plan.

- ❑ 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 Register with Selective Service.

- ❑ Male students must register with Selective Service within 30 days (before or after) of their 18th birthday. If they do not register, they will not be eligible for federal financial aid for college.

CONVERSATION STARTERS

What are your goals for the summer?

What are your favorite ways to spend time with our family?

ENERO

¡Si su estudiante no ha llenado la solicitud gratuita de ayuda federal para estudiantes (FAFSA), este es el mes para hacerlo! La FAFSA es utilizada por el gobierno federal y estatal al igual que por las universidades y proveedores de becas para otorgar ayuda financiera.

Hay cuatro tipos básicos de ayuda financiera que su estudiante podría ser elegible: subvenciones, becas, préstamos y trabajo-estudio. Recuerde que las becas y subvenciones son dinero gratis.

1 Llena la FAFSA o ORSAA.

- ❑ Recuérdale a su estudiante que deber llenar la solicitud gratuita de ayuda federal o la solicitud de ayuda estatal de Oregon para estudiantes si aún no lo ha hecho. Su estudiante probablemente necesitara su ayuda en obtener todos los documentos que necesitan para llenar la FAFSA o ORSAA. Esto puede incluir números de seguro social, declaraciones de impuestos, y otra información financiera.
- ❑ El informe de ayuda estudiantil es un resumen de lo que su estudiante llenó en la FAFSA- ofrezca revisar la información para asegurarse que todo este correcto.

2 Continúa aplicando para becas.

- ❑ Ayude a su estudiante buscar becas en el internet y consulte con su empleador o organizaciones a las cuales pertenece sobre oportunidades de becas.

3 Haz un plan 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.

4 Registración para el Servicio Selectivo.

- ❑ Si su estudiante es varón asegúrese de que se registre con el servicio selectivo del gobierno dentro de 30 días (antes o después) de que cumpla los 18 años de edad. Si no se registra, no será elegible para la ayuda financiera federal en el colegio/universidad.

TEMAS DE CONVERSACIÓN

¿Cuáles son tus metas para el verano?

¿Cuál es tu manera favorita de pasar tiempo con tu familia?

JANUARY TEXT MESSAGES

Use a free text messaging service like 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	Some colleges are still accepting applications. Finish up your last apps and check on final details.	Not all college application deadlines have passed. Remind your child to check on last details and last final apps turned in.	Algunas universidades aún están aceptando solicitudes. Recuérdele a su estudiante que termine los últimos detalles y que entregue sus solicitudes.
2	Did you file your FAFSA or ORSAA already? Grant aid is often first come-first, first-served, so the sooner the better!	FAFSA or ORSAA: have you filed yet? It's a critical step in your child affording college.	FAFSA o ORSAA: ¿La haz llenado? Es un paso critico para que su estudiante pague el colegio.
3	It's time to get started on your scholarship applications. OSAC is a great place to start!	Students should apply for as many scholarships as possible. OSAC is a fantastic 1st step.	Los estudiantes también deben aplicar a tantas becas como sea posible. OSAC es un buen lugar para comenzar.
4	Now is the time to focus on money for college AND making the most of your summer. Start planning to ensure you spend it wisely.	Summer feels far off, but now's the time for students to plan how to spend it productively, so they can succeed in college.	El verano se siente lejos para ahora es tiempo para que su estudiante planifique su tiempo y pueda tener éxito en la universidad.
5	Did you dot your i's and cross your t's? Check that all application files are complete – college, FAFSA/ORSAA, and scholarships.	College, scholarship, and FAFSA/ORSAA applications can be complicated. Help your child check that she's got all the details right.	Asegúrate que todas las solicitudes estén completas – como las de la universidad, FAFSA/ORSAA y becas.

JANUARY 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	-WINTER BREAK-
2	What better way to start the new year than getting money for college? If you haven't done so already, it's time to complete the Free Application for Federal Student Aid (aka FAFSA) and the Oregon Student Aid Application (aka ORSAA). Doing this is one of the most critical steps to ensuring you'll be able to afford college next year. Do it! Do it now!
3	Show me the money! Now it's time to concentrate on scholarship. The best place to start your search is the OSAC scholarship application. Good luck!
4	We've been talking about money, money, money! If you haven't completed the FAFSA or started your scholarship applications yet, NOW is the time. It's also time to start thinking about how you'll spend your summer and what you'll do to set yourself up for success during your first year in college. Check in with your counselor to ask about opportunities you might have to get on track for a fantastic freshman year.
5	College and scholarship applications and your financial aid forms can be complicated. Double check to make sure everything is completed correctly. Ask for help if you have any questions.

SENIOR TO DO

JANUARY

**File your FAFSA
or ORSAA
(if you haven't already).**

The sooner you fill out the Free Application for Federal Student Aid or Oregon Student Aid Application, the more money you may be eligible for!

Learn more: oregongoescollege.org/itsaplan



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SENIOR TO DO

JANUARY

**Continue
applying for
scholarships.**

Update your OSAC profile; apply for scholarships!

Learn more: oregongoescollege.org/itsaplan



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**Make a plan for
summer.**

Apply for summer programs, internships, or jobs.
Remember that many college orientations take
place during the summer.

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