



The College Application Process

We will survive!

Great Resources from the CCC

- Naviance
- Blue Senior Folder
- College Application Action Plan
- College Fair on October 24, 2019

Applying to College is a Team Effort



Student is Responsible for

(with parents help and \$)

- ✓ Requesting Teacher Recommendations
- ✓ Filling out and submitting applications to colleges
- ✓ Sending SAT and/or ACT scores directly to the colleges through the testing agency
- ✓ Knowing application deadlines and forms required
- ✓ Following the CCC Department “ Application Processing Procedures” (we will explain)
- ✓ Allowing CCC 2 weeks to process

Teacher Recommendations

Teacher Recommendations

- Select 2 teachers that know you well and ask them if they would be willing if you haven't already
- Fill Out Teacher Recommendation form & attach Activity Resume from Naviance to give to each teacher
- Send teacher recommendation request through Naviance
- Confirm in Naviance that recommendations have been uploaded and follow up as needed
- Write a thank you note upon completion

College Application Procedures for the CCC

- ✓ Fill out the Transcript Release Form
- ✓ Fill out the Transcript Request Form and return to Mrs. Pruden (additional colleges can be added to the same form)
- ✓ Request transcripts in Naviance

CCC is Responsible for

- ✓ Writing Counselor Statement if needed/wanted
- ✓ Filling out and including Secondary School Report with transcript
- ✓ Preparing Student's Transcript (including senior year courses and grades to date)
- ✓ Adding School Profile with transcript
- ✓ Electronically submitting the above documents

Questions????

Don't be afraid to call your student's
counselor at 860 749-2270 ext 4701

We are here to help!