

HTHNC College Planning Checklist - 9th Grade

*Helping your 9th grade advisees can be difficult! In some cases, they haven't ever thought about college before, and in other cases they can be hyper-fixated on doing everything "right" to get into their dream school. This checklist can give you, the advisor, an idea on what **they** can do to begin preparing for life after high school.*

First Semester

- ❑ Ensure that their Naviance account is up and working. Naviance information is usually ready and distributed within the first month of school via their advisor.
 - ✓ Begin using the "Journal" in Naviance with the following prompt: "Why is college important to me?" (Family Connection -> About me -> Journal)
 - ✓ Record awards, honors, extracurricular and community activities in the "Resume" section of Naviance. (Family Connection -> About me -> Resume)

- ❑ PSAT Check In. Encourage your 9th grade advisees to take the PSAT. The PSAT is generally given in October, with registration taking place in August and September. Additional information can be found here: <http://www.collegeboard.com/student/testing/psat/reg.html>

- ❑ Push advisees to get involved in extracurricular and community activities such as clubs, sports, agriculture, science, etc. Colleges are looking for more than just a good transcript!

Second Semester

- ❑ Check transcripts to make sure that advisees are passing courses or are prepared to take summer school.
 - ✓ Let your Director, Dean, and College Advisor know of students who are at risk to repeat the grade
 - ✓ Have students update their checklist in Naviance (Family Connection -> About Me -> Checklist)

- ❑ College Day reflection journal entry (Family Connect -> About me -> Journal)

- ❑ Check the activities to make sure that your advisees are getting involved, or interested in, in something beyond their regular school work.

- ❑ Discuss college interests in SLCs with advisees and their families.