

College Application Information Worksheet

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Standardized Exams

How many times have you taken the ACT? \_\_\_\_\_

How many times have you taken the SAT? \_\_\_\_\_

Highest ACT Composite \_\_\_\_\_

English \_\_\_ Math \_\_\_ Reading \_\_\_ Science \_\_\_ Writing \_\_\_ Combined English/Writing \_\_\_

Highest SAT Composite \_\_\_\_\_

Critical Reading \_\_\_\_\_ Math \_\_\_\_\_ Writing \_\_\_\_\_

When do you intend to take the ACT/SAT again?

\_\_\_\_\_

AP Exam	Score
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_____	_____
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_____	_____
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Major(s) you are considering:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Career(s) you are considering:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List five words that best describe you: \_\_\_\_\_

\_\_\_\_\_

What are your strengths as a student? \_\_\_\_\_

\_\_\_\_\_

What are your weaknesses as a student? \_\_\_\_\_  
\_\_\_\_\_

Organizations (teams, clubs, etc.) in which you have been involved. Include titles of leadership positions and years.

The most significant honors and awards you have received (include years):

Your most significant volunteer activities (include years):

Hobbies/interests:

Employment (summer and school year):

Summer enrichment experiences:

What do you hope to get out of your college experience?

In what sort of college environment do you see yourself and why? Consider academic interests, size of campus, class size, public vs. private, geographical preferences, extracurricular interests, etc.

List all colleges/universities you intend to apply for admission to:

Describe in 1-2 sentences what sets you apart from your peers.

List three of your closest friends at MCA:

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List the names of two teachers who know you better than others:

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## Parent Questionnaire

Student Name: \_\_\_\_\_

Parent Name: \_\_\_\_\_

In order to better assist your son/daughter throughout the college search and selection process, I appreciate your response to the following questions. I will assume that you have shared your responses with your student unless you tell me otherwise. You may have your student return your questionnaire with his or her college information packet or simply send your responses directly to me. If you would like to share any information privately with me, please email me at [mzorch@metroca.com](mailto:mzorch@metroca.com) and I am always happy to schedule a time to talk. Thank you!

1. Describe one major event that you see as a turning point in your son or daughter's development and explain why you view it as such.
2. His/her high school career has been enjoyable/painful because... (If you wish, do not hesitate to write about both aspects.)
3. His/her greatest strength is:
4. His/her greatest weakness is:
5. I am proud of my child because... (Specific anecdotes are particularly helpful.)
6. If there are any particular colleges you would like your child to consider, please list them below. If there are specific reasons to include a college, please include that information.

7. Will financial aid be a factor in your student's college selection? If you would like to explain your response further, please do.
  
8. Is there a specific out of pocket cost that your family is able to afford annually towards college expenses? If you are comfortable sharing that figure, it will assist me in counseling your student regarding affordability.
  
9. Do you have a geographical preference regarding your student's college selection? If so, please explain.
  
10. What colleges, if any, has your student visited? What colleges do you plan to visit?
  
11. What three words best describe your student?
  
12. What responsibilities do you expect from your student during the college application process? What support should your student expect from you in the process?
  
13. Is there anything else you would like to add, such as, educational background, unique family situations, personal achievements, etc., that may assist in writing your student's recommendation letters?

**\*\* FOR YOU TO KEEP \*\***

### Teacher Recommendation Packet Requirements

All college applicants must provide information packets for each teacher who writes a recommendation for you. Please include all of the following items in the folder and submit it to each teacher.

Teacher recommendation packet contents:

- Detailed, typed resume
- A list of due dates for recommendations

Note: Recommendation requirements may vary by college or organization. Be sure to read the requirements carefully, and clearly communicate the requirements to your teacher.

Remember, your teacher may be inundated with recommendation requests. It is important to request recommendations early and provide your packet of information to them promptly. You should request any and all recommendations a minimum of two weeks prior to given deadlines. If your teacher is not given adequate notice to write your recommendation, they may decline your request. It is imperative that you contact your admission counselor at each college to confirm that your application file is complete prior to the deadline.

Do not forget to write a thank you note to each individual who writes a recommendation for you.