

Senior Application Checklist

- ___ 1. Update your list of “schools I am thinking about” in Naviance
 - <http://connection.naviance.com/ludlowe>
- ___ 2. Ask a teacher to write a Letter of Recommendation and provide her/him with:
 - Ask teachers **at least 3 weeks in advance** of the application deadline.
 - After asking teacher in person, send request through Naviance. Go to the colleges tab. Click colleges I’m applying to. Scroll down to Teacher Recommendations. Click add/cancel requests. Under Add New Requests use the drop down bar to choose the teacher you want to make the recommendation. Add a note to the teacher in the box on the left. Add a second teacher if needed. Scroll to the bottom of the page click update request.
 - Write a thank you letter to each teacher who wrote a letter of recommendation for you.
- ___ 3. Fill out the Common Application www.commonapp.org and FERPA statement on Naviance.
- ___ 4. Sign up and prepare for SAT/ACT.
 - www.sat.org/register
 - www.actstudent.org/start
 - Send official scores to colleges through SAT/ACT websites
- ___ 5. Complete Senior Forms located in document library in Naviance
 - Student Questionnaire
 - Student Activity Form
 - Personal Information
 - Parent Brag Sheet
 - Permission to Release Records
 - Request for Transcript
 - Request for First Marking Period Grades (if applicable)
- ___ 6. Schedule appointment with your counselor at **least 3 weeks prior** to first deadline.
- ___ 7. Keep grades your #1 priority (many schools request 1st marking period grades).
 - We automatically send 1st semester grades to all schools you applied to.
- ___ 8. Visit college representatives in the College and Career Center.
 - In Naviance see “Visit Schedule” for list of colleges and visit dates.
- ___ 9. Standardized Test Dates

Test Dates	Registration Deadlines
SAT October 1, 2016	September 1, 2016
SAT November 5, 2016 (FLHS)	October 7, 2016
SAT December 3, 2016 (FWHS)	November 3, 2016
ACT September 10, 2016 (FWHS)	August 5, 2016
ACT October 22, 2016 (FWHS)	September 16, 2016
ACT December 10, 2016	November 4, 2016

General Information for College Applications

- School Code: 070187
- Graduation Date: June 13, 2017 (tentative)
- Class of 2017: 356 Students
- GPA: 4.0 Weighted Scale
- Rank: None
- Warner Counselors, 203-255-7225
 - Kimberly Bauco kbauco@fairfieldschools.org
 - Danielle Marseglia dmarseglia@fairfieldschools.org
 - Courtenay Trahan ctrahan@fairfieldschools.org
- Webster Counselors, 203-255-7238
 - Christina Caron ccaron@fairfieldschools.org
 - Joanna Martino jmartino@fairfieldschools.org
 - Brian Sutcliffe bsutcliffe@fairfieldschools.org
- Wright Counselors, 203-255-7242
 - Allison Levy alevy@fairfieldschools.org
 - Bridget McHugh bmchugh@fairfieldschools.org
 - Matthew Sutton msutton@fairfieldschools.org
- Fax Numbers:
 - Main Office 203-255-7213
 - Warner Counseling 203-255-7231