

Tips for College Admission

Take a strong course schedule. The courses you have taken and the courses in your current schedule is a big part of your college application. Don't take courses that simply pad your GPA. Challenge yourself! Take Advanced Placement (AP) and honors courses.

Ace the entrance exams. Familiarize yourself with the **SAT** and **ACT** by taking sample versions beforehand. Get plenty of sleep the night before and eat a well-balanced breakfast. Read the directions and test questions carefully. Pace yourself so you have time to review your work.

Find the school that's right for you. Develop your ideal college profile. Learn about your schools of choice via their Web sites, campus visits and college fairs.

Submit applications as early as possible. Apply Early! For competitive Florida public institutions, application deadlines are as early as November 1st of your senior year. Find the on-line application at the college website for the best way to get your forms in quickly. Don't forget to request that your transcript be sent to the college you are applying. Requests are made to the registrar in the guidance office.

Fill out the application accurately. Approach each application as if it were the *only* one that you're filling out. Read the directions carefully and follow them precisely. Tell the truth. Complete a draft copy first, then revise and proofread.

Craft excellent application essays. Start by brainstorming for an original topic and take some time to hone your unique point of view. When writing, be clear, concise and well organized. And don't forget to check grammar and spelling.

Get great letters of recommendation. Choose adults who know you well such as teachers, employers, coaches, clergy and community leaders. Provide them with all the necessary materials and information well in advance. Find out if the due date is a postmark date or a receive date. For receive dates, send letters at least 10 days in advance.

Do volunteer work. Make a difference and volunteer for activities that reflect your personality and matter to you. Volunteering benefits your community and looks great on an application.

Follow up on your applications. If a college hasn't sent you something that they should have, don't be afraid to check on your application. With thousands of applications being processed, mistakes do occasionally happen.

Dazzle them at your college interview. If an interview is required, stay calm. Prepare by practicing with friends and formulate a few questions to ask. Dress for the occasion. Follow-up with a thank you note.