

## High School Completion Checklist

\*High School Requirements: 1 high school credit = 5 college credits

Classes	Freshman		Sophomore		Junior		Senior	
English								
Mathematics								
Science								
Social Studies								
Arts								
Health & Fitness (PE)								
Career and Technical Education								
Electives								
World Language								

State Exams

Required	College Readiness (optional)		
Smarter Balance Scores:	PSAT:	<input type="checkbox"/> Math	<input type="checkbox"/> Science
<input type="checkbox"/> English Language Arts	SAT:	<input type="checkbox"/> Math	<input type="checkbox"/> Science
<input type="checkbox"/> Math	ACT:	<input type="checkbox"/> Math	<input type="checkbox"/> Science
<input type="checkbox"/> Science			

Resume/Portfolio

Overview	High School Requirements
<input type="checkbox"/> Contact Information	<input type="checkbox"/> Experience
<input type="checkbox"/> Objective	<input type="checkbox"/> Community Service/Volunteer (varies at each school)
<input type="checkbox"/> Skills and Strengths	<input type="checkbox"/> Education
<input type="checkbox"/> Experience	<input type="checkbox"/> CTE Credit
<input type="checkbox"/> Activities, Leadership, Talents, Awards	<input type="checkbox"/> Work Experience (optional)

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Academic Planning (**strongly recommended**)

Meet with a Center of High School Programs Educational Advisor to discuss course equivalencies to meet your high school graduation requirements and explore university options.

- Schedule a meeting**       **High school equivalence form**       **High school transcript**

College/University Preparation (optional)

### College of Your Dreams

- Research colleges and universities that offer the major/degree you are pursuing
- Sign-up for college visit or tour, if possible
- Start application essays
  - Utilize the Bellevue College Writing Center to help revise your essays.
  - Explore community service/volunteer opportunities. Many universities require a volunteer and/or diversity experience reflected in your admission essay – both for freshmen and transfer students.

### Transfer Credits

- Order Official Transcripts
  - To successfully transfer your credits to the college of your dreams, you will most likely require an official transcript to reflect your academic experience.
  - Before ordering a transcript, make sure you transfer all AP/IB test scores so they reflect on your transcript as college credit.
  - Make sure all grades are posted on your unofficial transcript before ordering an official transcript.
- Submit a Financial Aid Application (FAFSA)
  - Deadline: **Applications open in October – submit ASAP**
  - Research scholarships
    - A large portion of scholarships require a FAFSA application. There are a wide variety of scholarships available for diverse populations. Check out FAFSA workshops on Bellevue College's academic calendar.
  - Phi Theta Kappa @ BC
    - Students who achieve a GPA of 3.5+ are eligible to enter Bellevue College's honor program, Phi Theta Kappa. Phi Theta Kappa offers additional scholarship opportunities to students.

## Next Steps

- Research university course equivalencies
  - Credits taken at Bellevue College **may** be accepted as a specific course instead of a general elective. Each college/university has their own course equivalency guide that assesses and transfers courses at their own discretion.
- College Application Deadline
  - Pay attention to application deadlines. Each college has their own deadlines for freshmen and transfer students. Reach out to the Center of High School Programs Educational Advisor to describe the difference between freshmen and transfer applications.
  - Do not limit yourself to a single college. Research several colleges that reflect your interests and meet your career goals. Prepare for any rejection letters; they do not define your skills and academic dedication.
- Receive your college admission letter
  - Be proud! Students are welcome to come by the Center of High School Programs office to take a picture to commemorate your accomplishments at Bellevue College.

\*Disclaimer:

Students are obligated to keep track of their academic records and requirements from your high school.

*Last Revised: 10/23/18*