

# **B-CC's College Application Process**

## **Start the Process**

1. Submit the following documents to the Counseling Department:
  - Fill out the Self Reflection on Naviance
  - Authorization for Release of B-CC Records (yellow)
  - B-CC Secondary School Report(student section)

Samples of these forms are available in the Counseling Department, Room A201, and are also available on the B-CC website at <http://www.montgomeryschoolsmd.org/schools/bcchs/counseling/>

After you finish your self-reflection, schedule a college meeting with your counselor to discuss your plans for life after B-CC. Your parents are welcome to join you for this discussion. Your Self-Reflection, along with your discussion, will help your counselor develop a deeper understanding of your background and future plans and will form the basis for your counselor recommendation letter and other assistance.

## **Next Steps...**

- Turn in your Request for B-CC Transcripts to the B-CC Registrar beginning in September.
- Submit your portion of the college applications directly to the schools, online or by mail.
- Provide teachers who are writing letters of recommendation for you with stamped envelopes, addressed to the colleges to which you are applying.
- Be sure that your ACT, SAT, and TOEFL test scores are sent to all the schools to which you are applying.
- Sign up in the College/Career Center to meet with college representatives whose visits to B-CC begin the third week of school.
- Submit all the required financial aid documents to your colleges by their deadlines. All colleges require the FAFSA while some also require the CSS/Profile and their own institutional forms.
- If your college requires a mid-year report, provide the B-CC Registrar with a stamped envelope, addressed to the school. Write your name in the upper left-hand corner.
- Provide the B-CC Registrar with a copy of all college acceptance letters and scholarship offers.
- When you have decided which college you will be attending, request that your final transcript be sent to it. Before graduation, provide the B-CC Registrar with a stamped envelope, addressed to the school. Write your name in the upper left-hand corner.