

UK Applicants' Checklist:

- ✓ Sign **AA** student/parent agreement
- ✓ Set appointment with university counselors to update student folder with information needed to start with university applications
- ✓ Early Admission students and scholarship seekers **MUST** set an appointment as early as possible to meet deadlines
- ✓ Decide on major(s) with university counselors
- ✓ Create a list of universities that you plan to apply to and discuss options with university counselors.
- ✓ Create a "**UCAS**" account. Use AA email address. E-mail your counselor and yourself the username and password.
- ✓ Write your personal statement. Allow time for the university counseling office to edit it. University counselors will offer you guidance on how personal statements should be written.
- ✓ Pre-med students must sign up for UKCAT. Deadline is September 21. Last testing date is October 5.
- ✓ UCAS application deadline is Jan 15
- ✓ Art and Design UCAS deadline is March 24
- ✓ Sign up for IELTS through the British Council. Forward official copy of results to the UCD office.
- ✓ Fill out **two** student/teacher recommendation forms (found in UCD) and have them approved by university counselors.
- ✓ After university counselors' approval, kindly pass along recommendation forms to **two** teachers for recommendation letters and follow up with them
- ✓ Meet with university counselors weekly
- ✓ Hand in your certificates (MUN, ICDL, Student Council, Sports, Internships)
- ✓ Passport photocopy (Write your name as it is written in your passport for all applications)
- ✓ Passport photos
- ✓ Have your college essay edited by university counselors
- ✓ Some universities will require additional written documents
- ✓ University counselors will write up recommendation letters
- ✓ Meet deadlines at least two weeks in advance
- ✓ Prepare packages with university counselors
- ✓ Double check, edit and follow up on all documents with university counselors regularly