

SAMPLE OUTLINE

The College Application Process

- I. Choose Desired Colleges
 - A. Visit and evaluate college campuses
 - B. Visit and evaluate college websites
 1. Look for interesting classes
 2. Note important statistics
 - a. Student/faculty ratio
 - b. Retention rate
- II. Prepare Application
 - A. Write Personal Statement
 1. Choose interesting topic
 - a. Describe an influential person in your life
 1. Favorite high school teacher
 2. Grandparent
 2. Include important personal details
 - a. Volunteer work
 - b. Participation in varsity sports
 - B. Revise Personal Statement
- III. Compile resume
 - A. List relevant coursework
 - B. List work experience
 1. Teller at local bank
 - C. List volunteer experience
 1. Tutor at foreign language summer camp
 2. Counselor for suicide prevention hotline

**In most cases, those items that are I, II, III and so on would be each of your posters.