



## College Application Worksheet

The following information may be required when submitting your college application. Bringing this completed form to your school's College Application Week (CAW) event will help you complete the application more efficiently.

Visit the college website prior to your CAW event to determine what special requirements will be necessary to complete your application:

Name of School: \_\_\_\_\_

Special Requirements (essay, personal statement, teacher recommendation, resume, residency, etc.):

Application Deadline: \_\_\_\_\_

Scholarship and Financial Aid Deadline: \_\_\_\_\_

### Information required for most colleges and universities:

Student's Full Legal Name (first, middle, and last): \_\_\_\_\_

Other names that might appear on academic records (including former names or nicknames):

Social security number (SSN) or have it in an accessible and secure location: \_\_\_\_\_

Birthdate (mm/dd/yy): \_\_\_\_\_

Place of birth (city, county, state): \_\_\_\_\_

Did your parents attend and/or graduate from college? \_\_\_\_\_

If yes, where did they attend and in what year did they graduate?

Parent 1: College Attended \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

Parent 2: College Attended \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

**If you are applying to a Montana public university and wish to pay in-state tuition, you will need to establish that you are a resident of Montana. You will be required to provide the following information for you and at least one parent or guardian.**

Does your parent or legal guardian claim you as a federal income tax exemption?  Yes  No

If yes, you will need the following information about your parent/guardian:

Date he/she began living in Montana (mm/dd/yy): \_\_\_\_\_

Date of extended absences from Montana (mm/dd/yy): \_\_\_\_\_ to \_\_\_\_\_

Reason for absence: \_\_\_\_\_

Has he/she filed a Montana state income tax return?  Yes  No

As a part-year resident

As a full-year resident

List the last three years Montana income taxes have been filed: \_\_\_\_\_

Date of his/her Montana voter registration (mm/dd/yy): \_\_\_\_\_

Does he/she have a current Montana driver's license?  Yes  No

Current issue date (mm/dd/yy): \_\_\_\_\_ Is this a renewal?  Yes  No

Date of his/her current Montana vehicle registration (mm/dd/yy): \_\_\_\_\_

What is his/her employment status? (check all that apply)

Full-time  Part-time  Retired  Unemployed  Seasonal  Permanent

Name and address of employer: \_\_\_\_\_

Date of start of employment: \_\_\_\_\_

### **Other Required Information – READ THIS CAREFULLY!**

You may also be required to submit an essay, a personal statement, a resume, and/or information about the classes you have taken in high school and the grades you earned in those classes. To best prepare for CAW, be sure to bring the following with you:

- your high school transcript (and college transcripts, if you've taken any college courses), which should be available from your high school registrar or counselor;
- an activities resume that includes your extracurricular activities, including information about which years you participated in each club, sport, or activity;
- final proofed electronic copy of your essay, personal statement, and any required supplemental questions on a flash drive or saved wherever you keep your school work.

*Remember that your college applications are not complete until you have submitted ALL required documents. That may include your official high school transcript, official test scores (ACT, SAT, GED, etc.), and letters of recommendation. Make sure to check in with your counselor, the testing company, and your recommenders.*