



College Mentor Program Year-long Overview: 2024-2025

Use this overview as a general guide for the progression of the college application process throughout the year. Some deadlines are included, but please note that they are subject to change, and new deadlines may be added as they are released.

STUDENT	MENTOR
<p style="text-align: center;">PRE-WORK</p> <p>STUDENT TASKS:</p> <ul style="list-style-type: none"> ● Self-discovery (consider values, interests, etc.) ● SAT/ACT prep and test-taking (if applicable) <p>ASSIGNMENTS:</p> <ul style="list-style-type: none"> ● Career exploration <ul style="list-style-type: none"> ○ Complete the O-Net Profile ● Complete the 10 Exciting Schools Assignment 	<p style="text-align: center;">PRE-WORK</p> <p>MENTOR TASKS:</p> <ul style="list-style-type: none"> ● Apply to be a mentor ● Complete background checks and interview ● Complete training
<p style="text-align: center;">MAY 2024</p> <p>STUDENT TASKS:</p> <ul style="list-style-type: none"> ● Meet and begin work with mentor <ul style="list-style-type: none"> ○ Set goals for the college application process ○ Review the year plan <p>ASSIGNMENTS:</p> <ul style="list-style-type: none"> ● Complete Activities Resume assignment 	<p style="text-align: center;">MAY 2024</p> <p>MENTOR TASKS:</p> <ul style="list-style-type: none"> ● Mentor Orientation ● Introductory meeting with mentee ● Determine contact plan for summer
<p style="text-align: center;">JUNE & JULY 2024</p> <p>STUDENT TASKS:</p> <p><u>ALL STUDENTS:</u></p> <ul style="list-style-type: none"> ● Meet with Mentor once or more <ul style="list-style-type: none"> ○ Draft college preliminary list (minimum 4 CSUs, 4 UCs, 2 others) ○ Brainstorm college essay topics ● Begin creating a scholarship plan ● Locate student and family 2023 taxes 	<p style="text-align: center;">JUNE & JULY 2024</p> <p>MENTOR TASKS:</p> <ul style="list-style-type: none"> ● Maintain contact plan ● Review & revise Activities Resume assignment ● Draft preliminary college list with student (minimum 4 CSUs, 4 UCs, 2 others)



<p><u>Private colleges:</u></p> <ul style="list-style-type: none"> • Determine if you will be pursuing Early Action, Early Decision or Regular Decision • Apply to “fly-in” programs based on list • Demonstrate interest to private colleges and create a tracker of interactions you've had with them <p><u>Community colleges:</u></p> <ul style="list-style-type: none"> • Explore local community college options (Saddleback College, Irvine Valley College, etc.) • Understand Saddleback's Promise Program <p>ASSIGNMENTS:</p> <ul style="list-style-type: none"> • Confirm registration for essay writing intensive <p>IMPORTANT DATES AND DEADLINES:</p> <ul style="list-style-type: none"> • July 15th, 2024: Gates Millennium Scholarship application opens • Late summer, 2024: Questbridge National College Match application open 	<ul style="list-style-type: none"> • Brainstorm college essay topics • Guide early private college search
<p style="text-align: center;">AUGUST 2024</p> <p>STUDENT TASKS:</p> <p><u>ALL STUDENTS:</u></p> <ul style="list-style-type: none"> • College Essay Writing Intensive (8/6-8/8) • Complete letter of recommendation forms (CUSD students only) and begin requesting letters of recommendation from teachers and counselors • Apply to scholarships <p><u>UCs:</u></p> <ul style="list-style-type: none"> • Continue drafting UC insight essays <p><u>CSUs:</u></p> <ul style="list-style-type: none"> • Research and note admissions and EOP application deadlines for the CSUs on your college list 	<p style="text-align: center;">AUGUST 2024</p> <p>MENTOR TASKS:</p> <ul style="list-style-type: none"> • Provide feedback and support <i>after</i> essay writing intensive • Continue providing input for college list • Work with mentee to create personalized timeline for the fall with student specific college application deadlines • Help complete Activities section of applications (Common App, UCs,



<p><u>Private colleges:</u></p> <ul style="list-style-type: none"> • Apply to “fly-in” programs • Track demonstrated interest <p><u>Community colleges:</u></p> <ul style="list-style-type: none"> • Meet with a Saddleback Enrollment Coach to explore potential major and career options <p>ASSIGNMENTS:</p> <ul style="list-style-type: none"> • Common App account created • UC application account created • CSU application account created • Create Portal Tracker <p>IMPORTANT DATES:</p> <ul style="list-style-type: none"> • August 1st, 2024: UC, Common Application, and Coca Cola Scholarship platforms open • Fall 2024 (official date TBA): McDonalds HACER Scholarship application opens 	<p>CSUs) - reference Activities Resume assignment</p> <ul style="list-style-type: none"> • Help with brainstorming UC Insight Essays • Check in with mentee on student tasks for the month
<p style="text-align: center;">SEPTEMBER 2024</p> <p>STUDENT TASKS:</p> <p><u>ALL STUDENTS:</u></p> <ul style="list-style-type: none"> • Submit letter of recommendation forms (even if you are not applying to private colleges, you still need to submit forms or packets of info to teachers and others who will be writing you letters of rec for scholarships and other applications) • Apply to scholarships • Finalize activity and award descriptions for Common App, UC Apps, and Scholarships • Update Portal Tracker with any new links, usernames, and passwords <p><u>UCs:</u></p> <ul style="list-style-type: none"> • Essays: 	<p style="text-align: center;">SEPTEMBER 2024</p> <p>MENTOR TASKS:</p> <ul style="list-style-type: none"> • Facilitate completion of Breakthrough final college list (we can always add more but ensure you have a list that covers meets the Breakthrough requirements and has a mix of reach, target, and assured schools) • Confirm that students have working drafts of UC essays and



<ul style="list-style-type: none">o Finish drafting UC insight essays• Fill out personal information & activity/award sections <p>CSUs:</p> <ul style="list-style-type: none">• Fill out personal information & activity/award sections• Essays:<ul style="list-style-type: none">o Begin outlining/drafting EOP essays <p>Private colleges:</p> <ul style="list-style-type: none">• Fill out Common App personal information & activity/award section• Essays:<ul style="list-style-type: none">o Finalize personal statement essay draftso Outline & draft private college supplemental essays• Apply to “fly-in” programs• Track demonstrated interest <p>ASSIGNMENTS:</p> <ul style="list-style-type: none">• Final College List (can always add more later)• Personal Fall Timeline <p>IMPORTANT DATES AND DEADLINES:</p> <ul style="list-style-type: none">• September 1st, 2024: Jack Kent Cooke Foundation College Scholarship application opens• September 15th, 2024: Gates Millennium Scholarship application deadline• September 17, 2024: SJHHS Letter of Recommendation forms due for private colleges with deadlines in November or December.• September 28th, 2024: Questbridge National College Match application due	<p>Common app essay (if applicable)</p> <ul style="list-style-type: none">• Check in with mentee on student tasks for the month
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OCTOBER 2024

STUDENT TASKS:

ALL STUDENTS:

- Create parent [FSA IDs](#) & Student FSA IDs for FAFSA*
 - *This does NOT apply to undocumented students or students with DACA
- Begin filing the FAFSA or CA Dream Act
- Apply to scholarships
- Remind/thank teachers for writing letters of recommendation
- Check if you qualify for fee-waivers for college applications; if you don't qualify, communicate w/Breakthrough
- Update Portal Tracker with any new links, usernames, and passwords

UCs:

- Continue filling out UC applications including essays and supplemental questions
- Finalize UC Insight essays

CSUs:

- Outline & Draft EOP Questions (for CSU)

Private colleges:

- Track demonstrated interest
- Continue filling out Common Apps (including essays and supplemental essays)
- Essays:
 - Outline & draft private college supplemental essays

Community colleges:

- Students applying to Saddleback College can begin working on tasks related to the [Saddleback College Freshman Advantage](#)

OCTOBER 2024

MENTOR TASKS:

- Continue to support essay drafting, refinement, and submission
- Support with revisions and help guide for successful submission timeline
- Check in with mentee on student tasks for the month



[Program](#), [Saddleback Promise Program](#) and [Saddleback Honors Program](#)

IMPORTANT DATES AND DEADLINES:

- October 1st, 2024: [CSU](#), [Saddleback College](#), [CA Dream Act](#), [FAFSA](#) and [CSS Profile](#) applications open
 - HS Counselors begin sending Cal-grant GPAs to CSAC. Students should check-in with their counselors to ensure that their GPA is sent prior to the March 2nd deadline.
- October 2nd, 2024: [CVHS Letter of Recommendation forms](#) (scroll down) due for all private college deadlines.
- October 5th, 2024(*official deadline still TBA*): [AVID Scholarship](#) application opens
- October 15th, 2024: [SJHHS Letter of Recommendation forms](#) due for private colleges with deadlines in January or later.
- Mid-October, 2024 (date still TBA): [DHHS Letter of Recommendation forms](#) due for private colleges with deadlines in November or December.
- Mid-October, 2024(date still TBA): [HEEF Scholarship](#) opens (typically)

NOVEMBER 2024

STUDENT TASKS:

ALL STUDENTS:

- If not already complete, remind & thank teachers for writing letters of recommendation
- Research and apply to scholarships
- Update Portal Tracker with any new links, usernames, and passwords

NOVEMBER 2024

MENTOR TASKS:

- Early Nov: Solicit drafts for final revisions and submissions
- Support mentee in submitting all UCs applications *before the*



UCs:

- Request mentor support on final version of UC Insight essays
- Submit UC application *before* the November 30th deadline

CSUs:

- Request mentor support on final version of CSU EOP essays
- Submit CSU applications *before* the November 30th deadline

Private colleges:

- Request mentor support on final version of Common App personal statement and any supplemental essays
- Track demonstrated interest

IMPORTANT DATES DEADLINES:

- November 1st, 2024: Frequent early action/early decision deadline for private colleges
- November 15th, 2024: Frequent early action/early decision deadline for private colleges
- Mid-November, 2024 (date still TBA): [DHHS Letter of Recommendation forms](#) due for private colleges with deadlines in January or later.
- November 18th, 2024: [Jack Kent Cooke Foundation College Scholarship](#) application deadline
- **November 30th, 2024: CSU and UC Application Deadlines**
 - *We advise applying for CSU admission and [CSU EOP programs](#) at this time, as a handful of campuses have different

deadline of November 30th

- Support mentee in submitting CSU applications *before* the deadline of November 30th
- Continue to finalize other applications
- Check in with mentee on student tasks for the month



deadlines, but many are on November 30th.

DECEMBER 2024

STUDENT TASKS:

ALL STUDENTS:

- If not already complete, remind & thank teachers for writing letters of recommendation
- Research and apply to scholarships
- Update Portal Tracker with any new links, usernames, and passwords

CSUs:

- If you haven't yet, finalize and submit CSU applications and EOP application before the December 15th (final deadline for Fresno, Fullerton, and Sacramento)
- Submit all necessary documentation for EOP before the December 29th deadline (final deadline for Fresno, Fullerton, and Sacramento)

Private colleges:

- If you haven't yet, request mentor support on final version of Common App personal statement and any supplemental essays
- Proofread & finalize private college supplemental essays
- Complete any tasks required by colleges (submitting transcripts, letters of rec, test scores, etc.)

IMPORTANT DEADLINES:

- December 4th, 2024 (*official deadline still TBA*): [AVID Scholarship](#) deadline
- December 2024-January 2024: UC portal login information sent to students

DECEMBER 2024

MENTOR TASKS:

- Support mentee in submitting any remaining college applications
- Check in on scholarship applications
- Check in with mentee on student tasks for the month
- Celebrate mentor/mentee accomplishments! Keep up the awesome work!



<ul style="list-style-type: none"> December 31st, 2024 (<i>official deadline still TBA</i>): HEEF Scholarship deadline Late December (i.e. Dec. 31st): Common deadline for many private colleges (typically for regular decision) 	
<p style="text-align: center;">JANUARY 2025</p> <p>STUDENT TASKS:</p> <p><u>ALL STUDENTS:</u></p> <ul style="list-style-type: none"> Work on FAFSA, remembering the March 2nd deadline If not already complete, remind & thank teachers for writing letters of recommendation Research and apply to scholarships Update Portal Tracker with any new links, usernames, and passwords - UC portal information should be released by the end of the month <p><u>CSUs:</u></p> <ul style="list-style-type: none"> If you haven't yet, finalize and submit your EOP application before the January 15th final deadline Submit all necessary documentation for EOP before the final deadline January 31st (all CSUs except Fresno, Fullerton, and Sacramento) <p><u>Private colleges:</u></p> <ul style="list-style-type: none"> If you haven't yet, request mentor support on final version of Common App personal statement and any supplemental essays Proofread & finalize private college supplemental essays Complete any tasks required by colleges (submitting transcripts, letters of rec, test scores, etc.) 	<p style="text-align: center;">JANUARY 2025</p> <p>MENTOR TASKS:</p> <ul style="list-style-type: none"> Shift focus from college apps to financial aid (FAFSA & scholarships) Support mentee in submitting CSU EOP application by January 15th and required documents by January 30th Support student in nearing completion of FAFSA, conscientious of the March 2nd deadline Check in with mentee on student tasks for the month



<p>IMPORTANT DATES AND DEADLINES:</p> <ul style="list-style-type: none"> December 2024-January 2024: UC portal login information sent to students (students should receive portal info for each UC applied to by the end of Jan.) January 1st, 2024: Frequent deadline for many private colleges (typically for regular decision), HSF Scholarship application opens January 15th, 2024: Frequent deadline for many private colleges (typically for regular decision) 	
<p style="text-align: center;">FEBRUARY 2025</p> <p>STUDENT TASKS:</p> <p><u>ALL STUDENTS:</u></p> <ul style="list-style-type: none"> Complete and submit FAFSA by end of the month Research and apply to scholarships Update Portal Tracker with any new links, usernames, and passwords - UC portal information should be released by the end of the month Complete any tasks required by colleges (submitting transcripts, letters of rec, test scores, etc.) Develop system to track college responses <p>ASSIGNMENTS:</p> <ul style="list-style-type: none"> FAFSA Completion Form <p>IMPORTANT DATES AND DEADLINES:</p> <ul style="list-style-type: none"> February 1st, 2024: Application for Saddleback College Summer courses opens February 2024 (official date TBA): McDonalds HACER Scholarship application deadline Mid-February, 2024 (official date TBA): HSF Scholarship application deadline 	<p style="text-align: center;">FEBRUARY 2025</p> <p>MENTOR TASKS:</p> <ul style="list-style-type: none"> Support student in completing and submitting FAFSA Help develop system to track responses from college Check in with mentee on student tasks for the month



MARCH 2025

STUDENT TASKS:

ALL STUDENTS:

- **Complete any tasks required by colleges (submitting transcripts, letters of rec, test scores, etc.)**
- Research and apply to scholarships
- Begin researching colleges as acceptances are released
 - Share Financial Offers w/Breakthrough Assistant Director & update financial evaluation tool
 - Potentially visit colleges
 - Deep-research colleges & complete the Update Comparison Tool
- Schedule individual parent conferences with Breakthrough AD as soon as you receive all of your college decisions

ASSIGNMENTS:

- College Response Tracker

IMPORTANT DATES AND DEADLINES:

- March 1st-31st, 2024: UC Admissions decisions released (in rare cases, some may release earlier)
- March 2nd, 2024: Deadline to file [FAFSA](#) or [CA Dream Act](#)
 - Deadline for HS Counselors to send Cal-grant GPAs to CSAC. Students should check-in with their counselors to ensure that their GPA is sent prior to the March 2nd deadline.
- March 2nd, 2024- fall 2024: Students need to check their email regularly for messages from CSAC about their ["Webgrants" portal](#). Students must complete all required portal

MARCH 2025

MENTOR TASKS:

- Support students in filling out College Response Tracker
- Celebrate as student gets responses!
- Support student in filling in the Financial Aid Evaluation Tool
- Guide discussions around best fit school for student
- Check in with mentee on student tasks for the month



<p>actions in order to receive a Cal Grant in the fall.</p> <ul style="list-style-type: none"> Late March, 2024 (official date TBA): Saddleback College Summer course registration appointments posted 	
<p style="text-align: center;">APRIL 2025</p> <p>STUDENT TASKS:</p> <ul style="list-style-type: none"> <u>Complete any tasks required by colleges (submitting transcripts, letters of rec, test scores, etc.)</u> Complete the college decision-making tool & Schedule individual parent conferences with BT AD as soon as you receive all of your college decisions Research and apply to scholarships Complete housing application, orientation registration, class registration, etc as the deadlines approach <p>ASSIGNMENTS:</p> <ul style="list-style-type: none"> Financial Aid Evaluation Tool Schedule and complete Student/Parent College Decision Conferences <p>IMPORTANT DATES AND DEADLINES:</p> <ul style="list-style-type: none"> Early April- early May, 2024: Saddleback College Summer course registration begins April 15th, 2024: Deadline to opt-in to a UC wait-list (if applicable) Mid-April, 2024 (official deadline(s) TBA): Saddleback Promise Program and Saddleback Honors Program Deadlines Late April, 2024(official date TBA): Saddleback College schedule of classes and registration appointments posted 	<p style="text-align: center;">APRIL 2025</p> <p>MENTOR TASKS:</p> <ul style="list-style-type: none"> Celebrate as student gets responses! Support students in finalizing the College Response Tracker Support student in finalizing the Financial Aid Evaluation Tool Guide discussions around best fit school for student Move closer to final college decision due May 1st



MAY 2025

STUDENT TASKS:

- Make a college decision by May 1st
- Complete any tasks required by colleges (submitting transcripts, letters of rec, test scores, financial aid verification, etc.)
 - **Complete housing application, orientation registration, class registration, etc as the deadlines approach**
- Research and apply to scholarships
- Manage College Portal Passwords, Check Portals, & Check email regularly for instructions from colleges:
 - Portal Tracker

IMPORTANT DATES AND DEADLINES:

- May 1st, 2024: National Decision Day- deadline to commit or "SIR" to a college
- May-late summer 2024: Colleges will begin to release students from wait-lists
- Mid-May to June 2024: [Saddleback College class registration](#) begins
- Late May, 2024 (date TBA): [UC Analytical Writing Placement Exam](#) (required for several UCs) held

MAY 2025

MENTOR TASKS:

- Celebrate school commitment due May 1st!