

# 2024-2025 SENIOR CHECKLIST

**COLLEGE ENTRANCE TESTING:** As a graduation requirement, all CVCA seniors must take the ACT at least once. Most seniors took the ACT at CVCA in March of their junior year. If you have not taken the ACT, would like to retake it to better your score, or would also like to take the SAT, please use the following link – [ACT and SAT Test Dates](#) – for available dates and testing locations. Mrs. Fridline at [sfridline@cvcroyals.org](mailto:sfridline@cvcroyals.org), the Director of College Counseling, is your contact in the CVCA College Counseling Office.

**COLLEGE APPLICATIONS:** Students will apply to colleges using the Common App or the application on the college's website. If using Common App, students will create an account at [Common App](#). This website includes the list of Common App schools. Each senior is expected to complete one college application by November 1, but students are encouraged to complete all applications during the fall.

**TRANSCRIPTS/RECOMMENDATION LETTERS:** Students will request transcripts and teacher recommendation letters through Naviance. To do this, log into Naviance [HERE](#). The email is the student's CVCA email address and the password they chose (it can be reset if needed). Parents/guardians do not have Naviance accounts. Use your student's Naviance login information. Please request transcripts and recommendation letters two weeks in advance of the deadline. For transcripts, please speak to Mrs. Fridline in person. For letters of recommendation, speak with the teacher in person, then request the letter of recommendation through Naviance and provide the teacher with a copy of your resume and a thank you note.

**TEST SCORES:** Test scores must be sent to colleges through ACT and SAT. If you did not list your colleges when registering for the test, you need to request that your scores be sent by logging into [Send ACT Test Scores](#) or [Send SAT Scores to Colleges](#). Some colleges are test-optional, so it is the student's responsibility to know whether test scores need to be sent.

**SENIOR RESUME:** Your resume will be submitted to your senior English teacher as an English assignment in the fall. You must provide a copy of your resume when requesting letters of recommendation from College Counseling, teachers, or the Administration. The resume should list all of your activities in school, church, work, and the community during high school. Be sure to include special honors and/or awards in these areas. Your resume becomes a part of your permanent file.

**FINAL SENIOR TRANSCRIPT:** In May, you will receive a form indicating which institution should receive your final transcript.

**COLLEGE & SCHOLARSHIP INFORMATION FORM:** In the spring, you will be given a form to complete regarding college applications and scholarships offered. This will be completed through your Apologetics class. This form is due before the last day of senior classes.

**SENIOR CLASS BREAKFAST AND MEETING** will be at the school on **April 30**. Seniors should wear their college T-shirts. More details will be provided soon.

**SENIORS' LAST DAY OF CLASSES** will be on May 9. Seniors may wear their college T-shirts.

**JUNIOR/SENIOR PROM:** This is a dress-up affair and a highlight of senior year. Please plan to attend. The banquet is scheduled for **May 10, 2025**. See the Royal Weekly for details and ticket information.

**SENIOR TRIP:** All seniors are **REQUIRED** to attend the Senior Trip on **May 20-22**. All questions regarding Senior Trip should be directed to Mr. Schofield, Dean of Students. He has exemption forms for those with unique circumstances which would preclude their attendance. These completed forms must be submitted to the office at least two weeks in advance.

**SENIOR EXAMS:** Senior exams are scheduled for **May 12-13** (Refer to the *Student/Parent Handbook*, p.33, for the senior exemption policy).

**COMMENCEMENT PRACTICE:** Graduation practice will take place on **Friday, May 23 at 12:30 p.m.** at E.J. Thomas Performing Arts Hall in Akron. **Attendance at Graduation practice is mandatory.**

**SENIOR/PARENT WORSHIP NIGHT AND RECEPTION:** (Optional) **Friday, May 23 at 6:30 p.m.** in the Anne Tell Chapel. Seniors and their parents are invited to a night of prayer and worship. A reception will follow.

**COMMENCEMENT:** This year's Graduation Ceremony will be on **Sunday, May 25** at EJ Thomas Performing Arts Hall in Akron. **Student attendance is mandatory. No exceptions!** Seniors must arrive by 3:00 p.m. The doors will open to the public at 3:00 p.m. The ceremony will begin at 4:00 p.m.