



Deadlines – Class of 2010

May 15, 2009: First draft of The List is due. You must have at least six colleges, including two safety schools. Any college included on your list must have an information sheet on file with Mrs. Schweber.

First day of school, 2009: Drafts of essay questions (short and long!) for the Common Application are due. (This is a check-off item; Mrs. Schweber and/or Mr. Childs will read and comment if asked, but you are not required to submit them for our review.)

September 1: Second draft of The List is due. You must have at least six colleges, including two safeties. Each college on your list must have an information sheet on file with Mrs. Schweber.

September 22: Drafts due of all essay questions for schools not using the Common Application.

October 1: Third draft of The List is due. For each college, you must have an information sheet on file with Mrs. Schweber. You are not required to have six schools, but you must have at least one safety.

November 2: Deadline for requesting letters of recommendation from teachers. You do not need to specify colleges until November 23.

November 9: Last day to submit essays to Mr. Childs or Mrs. Schweber for comments (optional).

November 23: Final List is due. Last day to request **transcripts** for deadlines prior to January 15. Notify teachers of where their **recommendations** will be sent; provide stamped, addressed envelopes if necessary.

November 24: End of first trimester. (First trimester grades are included on the transcripts MCDS sends to colleges.)

November 30: Final drafts of all essays due (check-off only).

January 4: Last day to request transcripts for deadlines between January 15 and February 15.

N.B.: Teachers usually write a general recommendation for you, not mentioning a specific college unless there is a reason to do so. If you unexpectedly find the college of your dreams (or a more suitable safety) after the deadlines for giving the college advisor your list, or asking for recommendations, we will do our best to accommodate you. However, you must be sensitive to the demands on everyone's time: give teachers and Mrs. Stade **at least one week** to process your new requests. If you are asking for a recommendation from a teacher who has not already written one for you, please allow **three weeks**. In general, MCDS staff cannot accommodate a request with less than one week's notice.



Deadlines – Class of 2011

May 14, 2010: First draft of The List is due. You must have at least six colleges, including two safety schools. Any college included on your list must have an information sheet on file with Mrs. Schweber.

First day of school, 2010: Drafts of essay questions (short and long!) for the Common Application are due. (This is a check-off item; Mrs. Schweber and/or Mr. Childs will read and comment if asked, but you are not required to submit them for our review.)

September 7: Second draft of The List is due. You must have at least six colleges, including two safeties. Each college on your list must have an information sheet on file with Mrs. Schweber.

September 24: Drafts due of all essay questions for schools not using the Common Application.

October 4: Third draft of The List is due. For each college, you must have an information sheet on file with Mrs. Schweber. You are not required to have six schools, but you must have at least one safety.

November 1: Deadline for requesting letters of recommendation from teachers. You do not need to specify colleges until November 23.

November 8: Last day to submit essays to Mr. Childs or Mrs. Schweber for comments (optional).

November 22: Final List is due. Last day to request **transcripts** for deadlines prior to January 15. Notify teachers of where their **recommendations** will be sent; provide stamped, addressed envelopes if necessary.

November 23: End of first trimester. (First trimester grades are included on the transcripts MCDS sends to colleges.)

November 30: Final drafts of all essays due (check-off only).

January 3: Last day to request transcripts for deadlines between January 15 and February 15.

N.B.: Teachers usually write a general recommendation for you, not mentioning a specific college unless there is a reason to do so. If you unexpectedly find the college of your dreams (or a more suitable safety) after the deadlines for giving the college advisor your list, or asking for recommendations, we will do our best to accommodate you. However, you must be sensitive to the demands on everyone's time: give teachers and Mrs. Stade **at least one week** to process your new requests. If you are asking for a recommendation from a teacher who has not already written one for you, please allow **three weeks**. In general, MCDS staff cannot accommodate a request with less than one week's notice.