

Common App & School Based Applications

Amy Frias and Laura Whitaker



Commonapp.org

Commonapp is a website/application, that allows students to fill out 1 application and send it to multiple schools

900+ colleges and universities subscribe to the Commonapp!

Students attended classroom sessions (topics were Commonapp, NAVIANCE, Where to Start, and general drop-in help)

Students were given a "cheat sheet" during our Senior Classes with information necessary to complete sections of the Commonapp (it will also be available in their google classroom)



My Colleges

Trinity College

College Information

Application

Questions

Recommenders and FERPA

Review and Submit - Common App

Recommenders & FERPA

FERPA Release Authorization

Before you can invite your counselor, teachers, recommenders, parents, or advisors, you must complete the Family Educational Rights and Privacy Act (FERPA) release authorization process.

[Learn more about FERPA](#)

[Complete Release Authorization](#)

Instructions and Help



Who can I list if I do not have a counselor?

If there is no Counselor at your school, you may list your principal or other

I'm out of high school.

Who do I list if I no longer have a counselor?

Please contact your high school or the local authority that will provide your

How do I assign my recommenders?

Once you've added your Teacher or Other Recommender to your "Invite

What do I do if I'm an international student and don't have a counselor?



Sign Out

Dashboard

My Colleges

Common App

College Search

Financial Aid Resources

My Colleges

Trinity College

College Information

Application

Questions

✓ Recommenders and FERPA

Review and Submit - Common App

Recommenders & FERPA

✓ FERPA Release Authorization

[View Details](#)

Invite Recommenders

Recommenders are people who will submit forms and information to colleges on your behalf.

Check out our [video about recommenders](#).

Invite Recommenders

✓ Counselor

Your school is using Naviance for transcripts, school reports, and teacher recommendations. Please contact your counselor directly and they will provide instructions specific to you regarding these documents. If your counselor wishes to submit forms via mail, you can use the forms that can be completed on paper and mailed to each institution to which you are applying.

Download PDF Forms

• School Report

In the "My Colleges" and "Dashboard" tabs, you can see the progress for each application: green is completed, yellow is in progress, red is not yet started

Writing Requirements, Deadlines and other information are also available on the "Dashboard" tab

Instructions and Help



I'm out of high school. Who do I list if I no longer have a counselor? Please contact your high school or the local authority that will provide your

How do I assign my

The “Common App” Tab

We worked on the “education” section with students

- Filling in information about our school
 - GPA/Rank
 - Courses taken
 - Counselor’s information
 - Honors/distinctions

This entire tab is the application!!

Once complete, the application is done:)

Most other tabs are data entry, with some demographic information

The Essay is uploaded into the writing section of the application - it will go to all schools the student is applying to, via the Commonapp

College Specific Supplements

Under the “My Colleges” tab

- Additional questions and supplements can be found under “college questions”
 - Additional question section: major, term start date, etc
 - Supplements: *Not all colleges will require them.* Supplements can range from short answer format to essay response

Writing Requirements

Common App Personal Essay

 Required

College Questions

 1 Optional Question

 Additional Details

Applicants will have the option to complete an additional writing question.

Writing Supplement

There is no writing supplement for this college.

The information displayed above is for First Year applicants.



How to Submit

In the "My Colleges" tab, there is a button to Review and Submit

You can only submit once all materials have been completed

Payment will also be asked for/processed at this time

The screenshot shows the Common App interface. At the top, there are navigation tabs: Dashboard, My Colleges (selected), Common App, College Search, and Financial Aid Resources. Below these is a sub-navigation for 'My Colleges' with options: Trinity College (selected), College Information, Application, Questions, Recommendations and FERPA (highlighted with a checkmark), and Review and Submit - Common App (indicated by an arrow from the text on the left). The main content area is titled 'Recommendations & FERPA' and includes sections for 'FERPA Release Authorization' (with a 'View Details' link), 'Invite Recommenders' (with an 'Invite Recommenders' button and explanatory text), and 'Counselor' (with explanatory text). A 'Download PDF Forms' section is also visible. On the right, there is a sidebar titled 'Instructions and Help' containing several FAQ items such as 'Who can I list if I do not have a counselor?', 'I'm out of high school. Who do I list if I no longer have a counselor?', 'How do I assign my recommenders?', and 'What do I do if I'm an international student and...'

Non Commonapp Schools

Not all colleges use the Commonapp - exs. MIT & Massasoit

For schools who use another application (school based or the Coalition application), students need to go to that college's website and create an account there

Students may have to create accounts on multiple sites! Keep passwords written down

Many essays can be used for either application BUT some colleges have specific requirements....students need to check the questions first!