COMMON APPLICATION

1. Create an account. Use an email that you would like colleges to see on your application (ex: babyface143@gmail.com vs. jennsmith@gmail.com which would you like your future college to see when you submit your application?)
2. When you first log in to Common App, you will see this message on your DASHBOARD tab:

> Congratulations on taking this first step in the college application process!
>
> Here are some tips to get you started:
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> - This tab is your Dashboard. After you add a college to your list, you will see your application progress here.
> - All colleges will need you to answer the common questions under your Common App tab.
> - To apply to a college, head over to the College Search tab.
> - Once you have added a college, you can complete and submit your application in the My Colleges tab

3. Complete your COMMON APP tab:

   a. Profile- complete all your personal information. Most questions should be easy to answer. For Citizenship, if your status is "Other (Non-US)" it will ask you to indicate what citizenship/s you do hold and if you have a valid U.S. Visa. If the answer is "NO", you will be asked if you intend to apply for a visa, give a list of options and also the option that you do not plan to apply for one. This can make some people feel nervous, but know that colleges are trying to find out the best visa path or support for you to continue your education in the U.S., not to deport/cause you or your family any worry over this question.
   b. Family information-Add family members
   c. Education-
      i. Current/Most Recent School- add Eastlake High School here
      ii. Other Secondary- if you have attended another high school before EHS, enter that information here.
      iii. Colleges & Universities- You will be asked if you have ever taken coursework at a college or university and to indicate number of colleges. PLEASE NOTE: If you have taken a university in the high school class at EHS, CTE for credit class, or are a running start student, please add your college information here where you will receive college credit from. (You will not have earned a degree, so leave that part blank)
      iv. Grades.
         1. Graduating Class-Refer to our school profile: 512
         2. Class Rank Reporting: NONE
         3. GPA Scale: 4
         4. Cum GPA: Refer to your transcript
         5. GPA Weighting: UNWEIGHTED
      v. Current or most recent year courses: enter how many courses you are taking and include any online courses you may be enrolled in as well. We are on a semester system.
      vi. Honors- Colleges are interested in this information because it helps them understand the achievements that are especially important to you. These honors and distinctions might include academic honors, sports awards, placing in musical competitions, and/or awards

in photography or debate contests. If you don't have any honorable mentions, you could also choose to add more activities in this space if you need to!

d. Testing- option to self report test scores and any future tests you are registered for.

e. Activities- Do you wish to report? YES!!!! Fill out your activities. Whether it is helping your younger sibling with tutoring to clubs, jobs, etc. It all counts! For some helpful tips on filling out your activities list, visit HERE.

f. Writing- here is a great place to SHINE! You are all unique individuals and your colleges want to get to know you better! Brainstorm, write, edit, get feedback and rewrite. A Stanford Admissions Rep once told us: "If you were to lose this essay and one of your friends picked it up and it didn't have your name on it, they would still know it is yours, because it is personal and shows who you are". And that is the point of the essay, for colleges to get to know you, to almost feel like you are in the room with them, so be real, be you and be sure to spend time on this! For some great free college essay and supplemental essay tips, visit the college guys' website HERE for a bunch of freebies!

4. Click on the COLLEGE SEARCH tab to add colleges of interest.

College Search

Application Requirements

College or City Name

Separate multiple search terms with a comma, e.g.: Washington, Boston

Aberystwyth University

Aberystwyth, Ceredigion - GBR

more_vertadd_circle

Adelphi University

Garden City, NY - USA

more_vertadd_circle

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5. Once you have added colleges, click back to the DASHBOARD tab and you will see a list of colleges you have added and the progress you have made on your applications.

a. Click on one of your colleges

b. Questions- individual college questions, please answer.

c. Recommenders and FERPA

i. Complete FERPA Release Authorization and waive your rights to review recs.

ii. After you complete FERPA, you can invite your recommenders! Please be sure to invite indicated number of teacher recommendations and don't forget to invite your counselor as well!

6. Mrs. McGuigan has posted FAQ's on the EHS website, with common questions students ask on all application platforms, detailed information about letters of recommendations, etc. Please review FAQ even if you don't think you have a question as I am sure there will be something you will need to know that she has already answered for you. Please visit the FAQ page HERE.