

College Application Check List

Check off each task as its completed!

To Do:	Done?
Confirm your unofficial transcript is correct. <i>*This was mailed to your home in mid-August.</i>	
Submit your Transcript Release Form to Mrs. Wosczyzna AT LEAST 15 days before your first deadline. <i>*We will begin sending transcripts and documents to colleges by 9/18</i>	
Register for a College Visit on the Naviance homepage. <i>*You received an email from Dr. Bell with instructions and tips</i>	
Confirm your Letters of Recommendation (LOR) from two teachers (if your colleges require LOR). <ul style="list-style-type: none"> To add your teachers on Naviance, click "Colleges" → "Letters of Recommendations" → Add Request → Find your Teacher's Name. Then, select the colleges to which you teachers should send their letter. <i>If your teacher does not use Naviance, provide them with any forms they may need.</i> 	
Create a Common App account: www.commonapp.org	
Link your Common App and Naviance accounts <i>*Instructions: https://www.youtube.com/watch?v=YEi95mJfZc</i>	
Identify on Naviance how you are applying to each school <i>*This will appear in the submission column. Be sure to select either Common App or the college's website</i>	
Mark your calendar and attend our evening programming <i>*Schedule and program details can be found here:</i> https://www.lmsd.org/departments/counseling/special-programs	
Apply for Financial Aid <i>*The Free Application for Federal Student Aid (FAFSA) opens 12/1</i> https://studentaid.gov/h/apply-for-aid/fafsa	

Conquering the Common Application: What to Know for Self-Reporting Courses & Grades

1. The Education Section

You will be required to enter the following information:

- Graduating Class Size: 343
- Class Rank Reporting: None, LMSD does not rank
- GPA Scale: 5.0
- GPA Weighting: Weighted
- Your Cumulative GPA can be found on your transcript. It is a Weighted GPA

2. Courses & Grades Section

- Select “Yes” when asked “I can access a copy of my transcript or official grades”
- When reporting your transcript
 - Grading Scale: A-F
 - Schedule System: Semester
 - Later you can select yearly or semester for each individual course
- Everything that is on your transcript **MUST** be included on the list
- Write the name of each course **EXACTLY** as you see it on your transcript

Note: Four Pennsylvania schools (Pitt, Penn State, Lincoln and Temple) have a **separate** reporting system, called the Self-Reported Academic Record (**SRAR**). For these schools, you must submit the SRAR through their system **after** you complete the Common Application. Once you send the Common Application, these schools will reply to you with a link to their SRAR.