



# NORWALK HIGH SCHOOL COUNSELING DEPARTMENT COLLEGE APPLICATION PROCESSING FORM

This form must be submitted directly to your School Counselor at least (15) school days PRIOR to the application deadline.

A SEPARATE PROCESSING FORM MUST BE COMPLETED FOR EVERY SCHOOL TO WHICH AN APPLICATION HAS BEEN (OR WILL BE) SUBMITTED.

Student's Name \_\_\_\_\_ Intended Major \_\_\_\_\_

Student's Cell Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Student Email \_\_\_\_\_@\_\_\_\_\_

**ATTN. STUDENT:** Please make sure that you have created a Common App account and completed the Common App Matching process in [Naviance Student](#). Even if you are NOT using the Common Application, an account number MUST BE established through the Common Application website.

NAME OF COLLEGE \_\_\_\_\_ CITY, STATE \_\_\_\_\_

APPLICATION TYPE : ED EA RD RA APPLICATION DEADLINE DATE \_\_\_\_\_

College Application Deadline	Due to School Counselor No Later Than:	DATE RECEIVED BY STAMP (office use only)
November 1	October 15	
November 15	November 1	
December 1	November 15	
December 15 / January 1	December 1	

Are you using the *Common Application* to submit this particular application?

\_\_\_\_\_ YES: the above school has already been added to my **CommonApp Dashboard**.

\_\_\_\_\_ NO: I will be using a *School-Specific* application for the above named school, and I have already added this school into the list of [Colleges I'm Applying To](#) within my Naviance account.

Please check all that apply:

\_\_\_\_\_ I am **NOT** requesting a counselor recommendation for this college.

\_\_\_\_\_ I am requesting a counselor recommendation for this college **AND:**

\_\_\_\_\_ a **Counselor Recommendation Form** has *previously been submitted* to my counselor OR is *currently attached* .

\_\_\_\_\_ a **Parent Profile for Recommendation** has *previously been submitted* to my counselor OR is *currently attached* .

IT IS THE **STUDENT'S RESPONSIBILITY** TO SUBMIT BY THE DEADLINE DATE:

- 1) THE COMPLETED APPLICATION, incl. any required supplemental essays, portfolios, etc.
- 2) ANY APPLICATION FEES
- 3) TEST SCORES (IF REQUIRED)

NOTE: SAT, ACT and/or AP scores must be sent directly from College Board and/or ACT to EVERY college to which an application is submitted. Norwalk High School *does NOT* submit standardized test scores. The NHS CEEB code is **070580**.

WITHIN **15 SCHOOL DAYS** OF THE DATE THIS FORM IS **RECEIVED** (see stamp date above), THE **SCHOOL COUNSELING DEPT.** WILL SUBMIT **DIRECTLY TO THE COLLEGE/UNIVERSITY** INDICATED ABOVE:

- 1) THE OFFICIAL TRANSCRIPT
- 2) THE NORWALK HIGH SCHOOL PROFILE
- 3) THE SECONDARY SCHOOL REPORT
- 4) COUNSELOR RECOMMENDATION (IF REQUESTED)

### COUNSELING OFFICE USE ONLY

Transcript \_\_\_\_\_ Profile \_\_\_\_\_ Counselor Rec \_\_\_\_\_ School Report \_\_\_\_\_ First Qtr. /Mid-Year Grades \_\_\_\_\_

Date Electronically Sent \_\_\_\_\_ Date Mailed \_\_\_\_\_