

College Application Checklist

College(s) I'm Applying To: _____

	Complete the digital Release of Information form on Chargerpride.com, under the Counseling tab. This form gives us permission to send your educational record to another school. Please complete this with a parent/guardian.
	If using the Common App, complete the FERPA waiver in the Common App. This is found under the My Colleges section.
	If using the Common App, MATCH your Common app and Naviance accounts together so they can communicate. Log into Naviance, select Colleges I'm Applying To, and find the MATCH button at the top.
	If NOT using the Common App, add the schools you're applying to in your Naviance account under the Colleges I'm Applying To page.
	Submit Letter of Recommendation requests in your Naviance account AFTER you've asked your recommender in person.
	Submit a Transcript Request in Naviance when you are ready to have your supplemental materials sent to your colleges. This includes any/all of the following: Transcript, Letter of Recommendation, Counselor Recommendation, School Profile.

****Please allow up to two weeks for your transcript request to be processed****

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