

Common App Account Matching Quick Guide

Start this process on or after August 1.

1. Go to <u>www.commonapp.org</u>, click **Create an account**, and then select **First year student**.

Let's get starte	d!
Welcome to Common App! Please tell us hov system so we can prepare your account. If yo encourage you to explore each option before	v you will use the ou are unsure, we you continue.
Already have an account? Go to the login pag	<u>je.</u>
First year student	0
Transfer student	0
Education professional	0
Parent or other adult	0

- Before you can match your Common App account in Naviance Student, you must set up your Common App account.
- Students applying to college must create an account for a First-year student, even if their parents or guardians have already created an account for Parent or other adult.
- 2. Follow the prompts to set up your account credentials and create your account.

Email Addr	ess *		
Re-type Em	ail Address *		
Password *	racters		
Password *	iracters ne upper case ne lower case		
Password *	iracters ne upper case ne lower case ne number		
Password * × 10-32 cha × At least o × At least o × At least o × At least o	iracters ne upper case ne lower case ne number ne special character		
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Password * × 10-32 cht × At least o × At least o × At least o × At least o × No space	racters ne upper case ne lower case ne number ne special character characters		



3. Review the dashboard. Your CAID number is at the top of the page.

	Welcome, Claudia! Practice Appleant Practice account FAQs Sign Out CAID 38318718 Sign Out
 Dashboard My Colleges Common App College Search Financial Aid	
Welcome, Claudia!	Need help? Q
Congratulations on taking this first step in the college application process! Here are some tips to get you started: • 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 ansaver the common questions under your <u>Common Age</u> tab. • To apply to a college, head over to the <u>College Search</u> tab. • Once you have added a college, you can complete and submit your application in the <u>My Colleges</u> tab. We are here to help you every step of the way! If you run into any questions or you need some help, check out our 24/7 <u>Applicant</u> <u>Solutions Center</u> or <u>contact us</u> at any time.	How many colleges can 1 add to my Deabhoard? Common App member colleges have stipulated that applicants may add up to 01 colleces. The collece <u>Reat most</u> I already submitted, can 1 change some of my answers? You can return at any time and change your answer to any question in the Common Apa tab for finume

4. Select **Common App** and enter information for all sections in the side navigation. Make sure you select the correct school's name in the Education section. Many high schools have similar names.

Dashboard My Colle	eges Common App College Search Financial Aid	
Common App Profile	Profile	view
Family	Personal Information	\sim
Education Testing Activities	Legal first/given name* Claudia	
Writing Courses & Grades 0 college(s) require	Would you like to share a different first name that people call you? Yes No Clear answer	



5. Select **College Search** and add at least one college. You cannot complete the FERPA release without having at least one college on your list.

Colle	ege Search	Application Requirements
College o	r City Name	
1		
Sanarata m	ultiple search terms with a comma e.g.; Washington Boston	
Separate m	nultiple search terms with a comma, e.g.: Washington, Boston	
Separate m	uultiple search terms with a comma, e.g.: Washington, Boston ore filters	
Separate m	nultiple search terms with a comma, e.g.: Washington, Boston ore filters	Sort by: College Name
Separate m M 1073 result	nultiple search terms with a comma, e.g.: Washington, Boston ore filters ts Aberystwyth University Aberystwyth, Ceredigion - GBR	Sort by: College Name + Add

6. Select **My Colleges** to review the contact information, deadlines, and more for each college on your list.



7. From Application on My Colleges:



a. Select **Recommenders and FERPA** and complete the FERPA release authorization.



b. Review the Recommenders and FERPA Information. You will invite counselors and teachers from Naviance Student. Download PDF forms from here if needed.



8. Log in to Naviance Student, select Colleges and choose Colleges I'm Applying To.



		Colleges	-
College Home	Research Colleges	Apply to College	Scholarships & Money College-Specific Scholarships
SuperMatch College Search	College Visits	Manage Transcripts	National Scholarship Search
College Match	College Compare	Letters of Recommendation	Scholarship Search
College Events	College Resources	Test Scores	Favorite Scholarships
Scattergrams	Acceptance History		
Advanced College Search	Enrichment Programs		
College Lookup	College Maps		

9. Click Match Accounts.

	Home Self-Discovery	Courses Careers	Colleges Planner	🖤 🗸 📮 🔯 🕐 About Me y 🛛 LOG OUT
Colleges I'm applying to				Search for colleges
It looks like you are not currently able to apply to Commo Match your Common App account to Naviance Student account	n App schools. Int to get started.			Match Accounts
				🚹 Manage Transcripts 📲 Application Milestones 🛛 📠 Compare Me
	\star = extende	d profile available		
College that I'm attending: N/A				

10. Sign in to your Common App account with the email and password you used to create your Common App account.

We know	w there is a lot of uncertainty surrounding the
ongoing	situation with the Coronavirus. The Common
App tear	m is here to support you, as always, 24/7/365,
and you	can reach us at recovery@commonapp.net.
Con	nect your Common App
First year s below to si	student? Great! Enter your email and password ign in, or <u>create an account</u> to get started.
	* Indicates required fields.
Email *	
Password	*
	Forgot password?
	Sign in
	Need help?
	· · · · · · · · · · · · · · · · · · ·

11. Review the information, select I agree, and then click **Connect** to match your accounts.



	Hi, the second
By	checking the box below you will enable to access certain
inf	ormation from your Common App account that is necessary
for	integration and processing.
lfv	you authorize this connection, you will be granting permission
to	to:
:	See the status of your applications and recommendations
1	submitting recommendations on your behalf
C	l agree *

- Colleges from your Common App account are automatically added to your Colleges I'm Applying To list in Naviance Student.
- Request transcripts for your Common App colleges according to your high school's instructions.

