

SENIOR STUDENT COLLEGE APPLICATION ACTIVITIES 2024

COMMON APP ACTIVITIES

1. Create your profile
2. Sign FERPA Waiver
3. Add schools to apply to
4. Assign recommenders for letters of recommendation. (When college requests Counselor, that will be your Guidance Counselor)
5. Apply to your schools after you have completed essays, statements, etc.

MAJOR CLARITY ACTIIVTIES

1. Log in on Major Clarity icon in Single Sign on. Select Google as sign-in option
2. "Connect" Common App to Major Clarity
3. Assign your Counselor in Application Center
4. Manually add any **non-common app** schools you are applying to. In-state universities and local community colleges should be added manually here. You do NOT need to add Honors College applications here.
 - a. Go to Postsecondary Exploration tab
 - b. Search your Non-Common app school
 - c. Click the star to "Favorite" the school
 - d. Return to Application Center tab
 - e. Scroll down to Manually Add Application
 - f. Enter the college name and answer required questions
 - g. Click Add Application to save

Non-Common App Schools (Including In-State Universities and local community colleges)

1. Apply on the school website and complete any FERPA waiver
2. Assign Recommenders for Letters of Recommendation and provide their email addresses in the college application portal. *This will be for both in-district and out of district recommenders.*
3. Manually add the non-common app school in Major Clarity

UNOFFICIAL TRANSCRIPTS

1. Go to StudentVue
 - a. Click Course History
 - b. Click Official Transcript
 - c. Print copy with the printer icon

OFFICIAL TRANSCRIPTS

1. Go to PARCHMENT. Link can be found at bottom right of College and Career Center Page or at this link: <https://www.parchment.com/u/registration/4976/institution> Order your Official Transcript which will be sent directly to the college.