



College Application Checklist

Step 1: Add Colleges in Common App

- Complete the education section
- Complete your FERPA
- Indicate application round (regular, early action, early decision, rolling)

Step 2: Assign teacher recommendations in SCOIR

- Go to my college- docs- new request

Step 3: Complete & Submit Applications

- Ask a parent, teacher, or college advisor to proofread before you hit submit

Step 4: Continue building your “My Colleges” lists in SCOIR

- Indicate colleges you are applying to using other other application methods

Coming in September

Step 5: Link SCOIR & Common App

- Connect your SCOIR and Common App accounts via your SCOIR profile
 - Your Common App activity will sync with your My Colleges list in SCOIR
- Assign teacher recommendations in SCOIR for Common App schools

Step 6: Send Test Scores (If required or optional)

- Send official [ACT](#) and/or [SAT](#) scores directly from the testing website