

COLLEGE APPLICATION 101

Class of 2026

Mr. Schreiber - Director of School Counseling

Mr. Gardner

Ms. Patterson

Ms. Thomas

Ms. Schweid

Ms. Ihn

Ms. Brown



SCAN ME



- Create a Common App account at www.commonapp.org
 - Use personal email - that you check!
- All sections must be completed prior to application submission
 - General sections
 - School-specific questions
- Add schools that you are applying to **My Colleges**

My Colleges Application requirements

Sort my colleges by: College Name ▾

- Cornell University**
[Add your term or admission plan](#)
✎ Application – *In progress*
✎ Writing Supplement – *In progress*
[Show more details](#) ▾
- Fordham University**
[Add your term or admission plan](#)
✎ Application – *In progress*
[Show more details](#) ▾
- Rutgers University**
[Add your term or admission plan](#)
✎ Application – *In progress*
[Show more details](#) ▾
- The College of New Jersey**
[Add your term or admission plan](#)
✎ Application – *In progress*
[Show more details](#) ▾

common app

Dashboard

APPLY

- My Common Application
- My Colleges

EXPLORE

- College search
- Direct admissions
- Financial aid

Settings

Sign out

Good morning, Adam!

Dashboard

My Common Application

0/7 sections complete

- Profile
- Family
- Education
- Testing
- Activities
- Writing
- Courses & Grades

My Colleges

11 colleges on my list

11 in progress

[Show colleges](#)

Deadlines

To set deadlines, go to the application questions for each college on your list and select a

Help & support

Search FAQs

Search takes you to the student solution center

How can I add a college to my colleges?
To add a college to your account:
Select **College search** from...
[Read full answer](#)

I already submitted, can I change some of my answers?
You can return at any time and change your answer to any question in the My Common...
[Read full answer](#)

How many colleges can I add to My colleges list?
You may add and apply to up to 20 colleges. You may add and remove a college at any...
[Read full answer](#)



FERPA

Family Educational Rights and Privacy Act

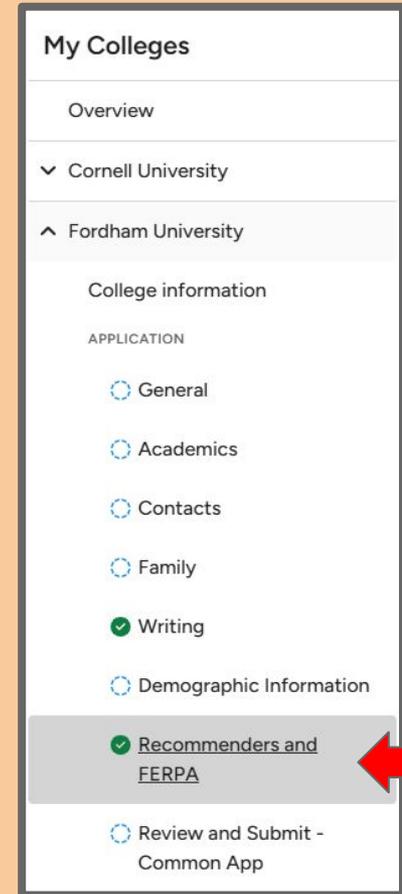
- **Complete the FERPA waiver**

- Once you have added a school, you can complete the FERPA waiver

- This states you can look at your letter of recommendation

- We recommend you waive this right for several reasons

- Once you complete this for one school, this is complete for all current and future schools on your My Colleges list





- Add Counselor and Teachers where indicated. ***DO NOT ADD THEIR EMAILS IN COMMON APP, ONLY NAMES***

Recommenders are people who will submit forms to colleges on your behalf. This page shows which recommender types this college needs. Each college will have different requirements.

✓ FERPA Release Authorization

[View Details](#) ▾

Invite recommenders

Use this section to invite and then [assign recommenders](#) to this college. You'll need to assign recommenders for each college on your list.

[Invite Recommenders](#)

[Manage Recommenders](#)

✓ Counselor

Your counselor has opted to submit paper evaluation forms instead of completing forms online. For any counselor form shown below, you will need to print and provide it to your counselor so that it can be completed on paper and mailed to each college to which you apply.

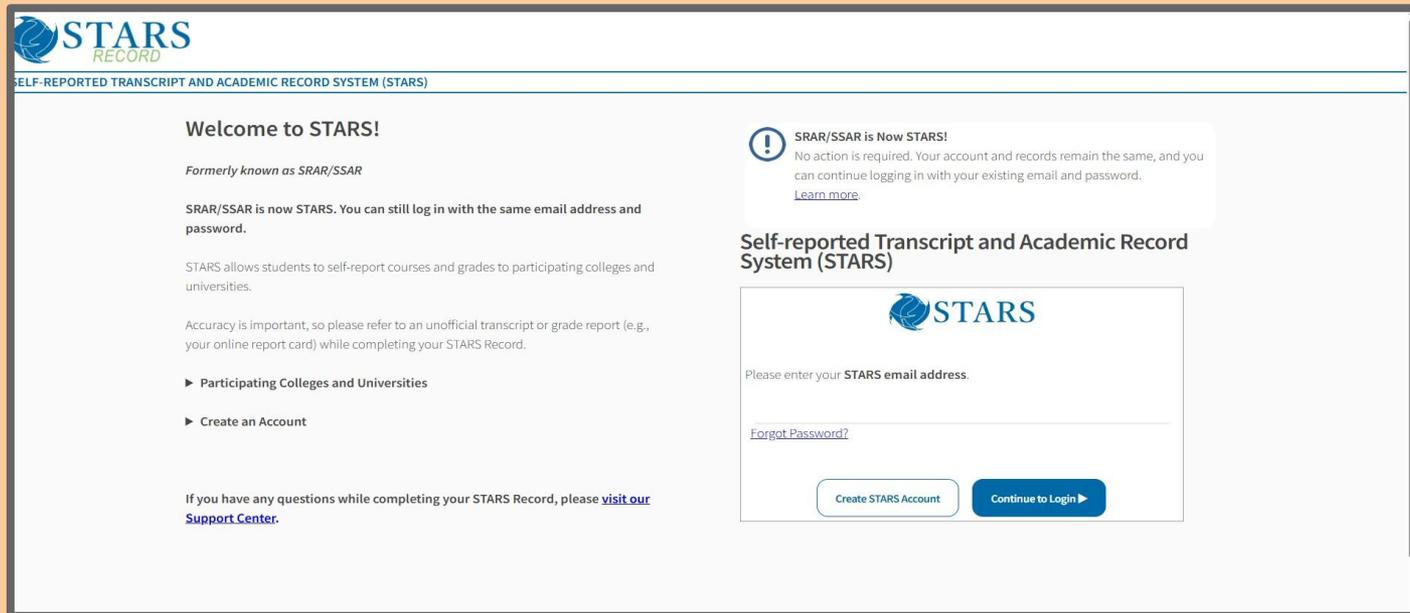
Tim Gardner
School Counselor
Invited on 08/07/2025

PDF Forms

- [School Report](#)
- [Counselor Recommendation](#)



- **Check email** after applying for a confirmation from the school
 - Follow steps to access application portal
 - **STARS** - Self Reported Transcript & Academic Record System(if school requires it)
 - I.e. Rutgers, Pitt, Florida, Delaware, Binghamton



- *If your college/university is not on Common App, visit their website for application instructions*

SCAIR

- This is our way of communicating with you throughout the application process- both students and parents have access through their account
- Calendar of College Mini Fair visits
- Use search engines, career assessments and other resources

The screenshot shows the 'Colleges for you' section of the SCAIR website. At the top, there are navigation tabs: 'My Last Search', '4-Year US', '2-Year US', 'Career & Trade', and 'International'. Below these are three main recommendation cards: 'My Matches' (Based on your preferences), 'You May Also Like' (Similar to My Colleges), and 'Free Apps with Scoir' (Your apps to these colleges are free). At the bottom, there is a 'New Posts in Virtual Tour' section featuring three university profiles: Brown University, Seton Hall University, and Providence College, each with a 'Follow' button and a representative image.

The screenshot shows the 'Visits & Deadlines' section of the SCAIR website. On the left, there is a 'Filters' panel with options: 'Application Deadlines' (checked), 'College Visits' (checked), 'All Upcoming Visits' (selected), 'Visits from My Colleges', 'Only My Registered Visits', and 'Office Hours'. The main area displays a calendar for September 2025. On Tuesday, September 9th, there are three visits listed: Rutgers University (Newark, NJ), University of Pittsburgh (Pittsburgh, PA), and Bard College (Annandale-On-Hudson, NY). On Thursday, September 11th, there are three visits listed: University of Florida (Gainesville, FL), University of Illinois at Urbana-Champaign (Champaign, IL), and Royal Holloway, University of London (Egham, England). Each visit entry includes the university name, location, time (11:15 AM - 12:15 PM), and location (TBD), along with 'View' and 'Register' buttons.

SCAIR

- Complete FERPA Waiver (in addition to Common App FERPA waiver)
 - Will pop up when you open My Colleges tab for first time
 - Found in MY COLLEGES > DOCS

Sign FERPA Waiver

Release Authorization

Granted

I hereby waive my right to inspect and review any confidential letters and confidential statements, such as letters of recommendations, assessments, and application review notes that relate to my admission to an educational institution. I understand that I may revoke this waiver at any time by providing written notice to my high school counselor and that such revocation will only apply to actions occurring after the date of my written notice.

Not Granted

I DO NOT WAIVE any of my right to inspect and review confidential information relating to my admission to an educational institution.

Close

Save

SCAIR

- Request Teacher Letters of Recommendation
 - Under My Colleges > Under Docs
- Complete Junior Survey - this should be done already
- Sign Early Decision (ED) Agreement (if applicable)
 - Inviting a parent to sign ED Agreement
 - Only 1 ED allowed

Requesting Teacher Letters of Recommendation

Go to **My Colleges** in your SCOIR account and Click on **DOCS**

The screenshot shows the SCOIR 'My Colleges' dashboard. The top navigation bar includes 'Home', 'Discover', 'My Colleges' (highlighted with a red box), 'Inbox', and 'Me'. A purple arrow points from the 'DOCS' button in the top right navigation area to the 'DOCS' button in the main content area. The dashboard is divided into four columns: 'Suggested (1)', 'Following (3)', 'Applying (2)', and 'Applied (1)'. Each column contains college cards with details like name, location, and application status. A vertical sidebar on the left says 'Not Interested View (31)'.

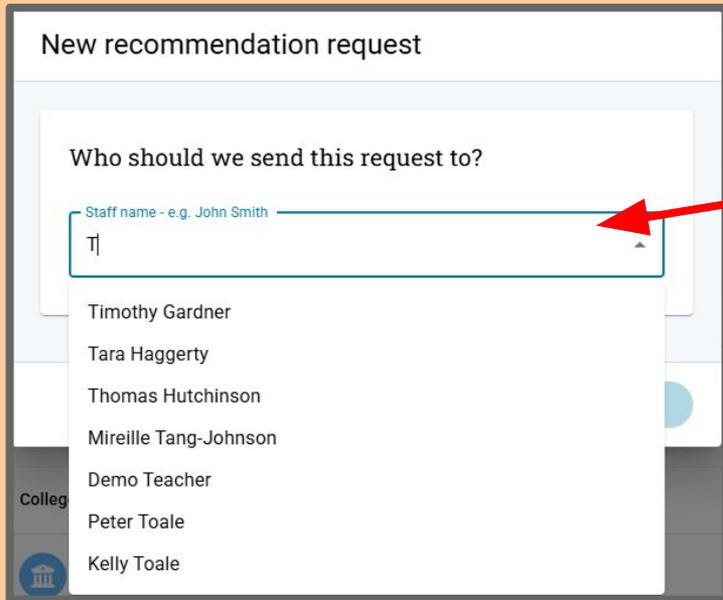
Under *Letters of Recommendation*, click **+ New Request**

The screenshot shows the 'DOCS' section of the SCOIR account. It features a table with two main sections: 'Documents' and 'Letters of Recommendation'. The 'Documents' section contains a table with columns for Title, College, and Status. The 'Letters of Recommendation' section contains a table with columns for Recommender, College, and Status. A purple arrow points to the '+ New Request' button in the 'Letters of Recommendation' section. The page also includes a 'Back to My Colleges' link at the top left and a 'Rows per page' dropdown at the bottom right.

Title	College	Status	
FERPA Waiver*	All Schools	Granted on 01/22/2025	Edit
Fee Waiver Request 1			View Request Form Request & Sign

Recommender	College	Status

Requesting Teacher Letters of Recommendation



New recommendation request

Who should we send this request to?

Staff name - e.g. John Smith

Tj

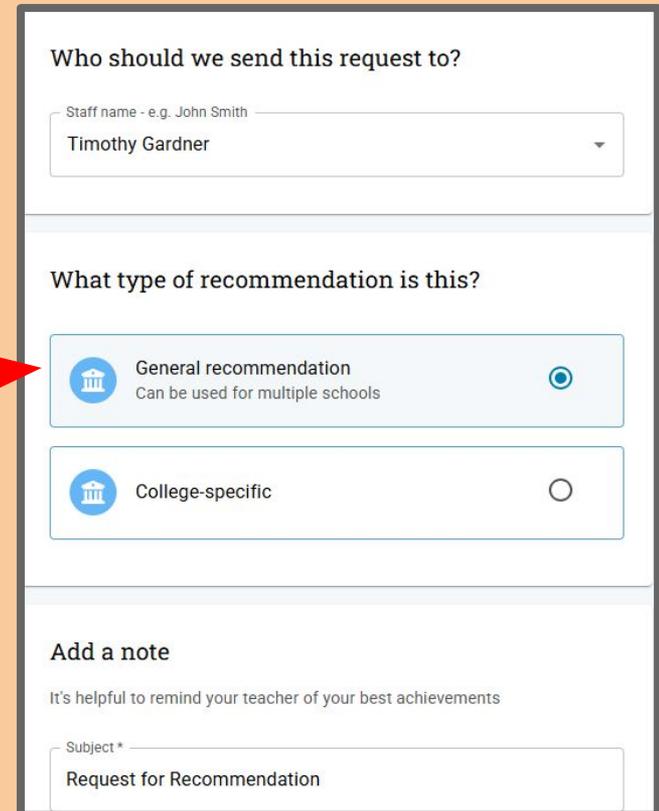
- Timothy Gardner
- Tara Haggerty
- Thomas Hutchinson
- Mireille Tang-Johnson
- Demo Teacher
- Peter Toale
- Kelly Toale

In the request form, begin typing the name of the teacher and choose from the menu

Choose the type of recommendation request:
General (Recommended) - can be used for all schools

College-Specific: can be used for only one school

Add a note to thank your recommender



Who should we send this request to?

Staff name - e.g. John Smith

Timothy Gardner

What type of recommendation is this?

General recommendation
Can be used for multiple schools

College-specific

Add a note

It's helpful to remind your teacher of your best achievements

Subject *

Request for Recommendation

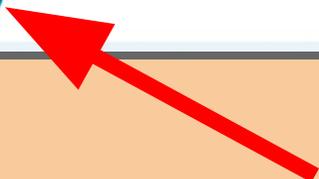
Junior Survey

Good Morning, Demo

2 Assignments Show archived

✓ Junior Survey Mark as Complete

[Go to Form](#)



If not done already, click on
Go to Form to complete
your Junior Survey

Applications & Transcripts

The screenshot displays the Scoir application dashboard with three columns: Following (48), Applying (3), and Applied (1). Each college card includes the university name, location, admission type, deadline, checklist progress, and document status. Scoir progress bars are shown for several colleges.

College	Location	Admission Type	Deadline	Checklist	Docs Sent	Scoir Status
Columbia University	New York, NY	Far Reach				Progressing
Fairfield University	Fairfield, CT	Target				Progressing
Florida Atlantic University	Boca Raton, FL	Likely				Progressing
Georgetown University	Washington, DC	Far Reach				Progressing
Rutgers University (New Brunswick)	New Brunswick, NJ	Early Action	Nov 1	0/7	0	Progressing
Drexel University	Philadelphia, PA	Early Action	Nov 16	0/1	0/4	Progressing
Brandeis University	Waltham, MA	Regular Decision	Jan 15	0/3	0/3	Progressing
Fordham University	Bronx, NY	Early Action	Nov 1	0/6	0/3	Applied

In Scoir, **moving a college to the Applying or Applied column of your My Colleges list is what will alert your counselor that a transcript is required.**

- **Once requested, transcripts may take up to 10 school days to process.**
- Do NOT move colleges to applying column if you anticipate dropping/adding a class
- Your list of schools in the "Applying" or "Applied" column must reflect your list in Common App

- Indicate where you are applying and the deadline type
 - EA, ED, EDII, Regular, Rolling
 - ***Include Common App ID number***

How are you applying?

Application Method

Common App College Website Other

Common App ID
CAID Enter ID

First Year Deadlines

Early Decision November 1 Early Decision II January 1 Regular Decision January 5

Early Decision Agreement required

Submitting an application for Early Decision requires you to sign an agreement acknowledging your commitment to enroll at this college, if admitted. You will need to add or select one parent/guardian, who will also be required to sign this acknowledgement. Please note this college might refuse to consider your application if it does not receive a fully completed Early Decision Agreement prior to the application due date.

SAT/ACT Reporting

I intend to apply Test Optional and will not be reporting SAT/ACT scores to this college

Email used for application

Email address *
123@aol.com

Please provide the same email address that you're using for your application account.

Cancel

Early Decision Agreement on SCOIR

Click the check box to acknowledge you have read the ED terms

Select your parent that will sign the ED agreement and the click Save & Sign

Early Decision Agreement

If you are accepted under an Early Decision plan, you must promptly withdraw the applications submitted to other colleges and universities and make no additional applications to any other university in any country. If you are an Early Decision candidate and are seeking financial aid, you need not withdraw other applications until you have received notification about financial aid from the admitting Early Decision institution.

I understand that, when I click the "Save & Sign" button below, I will be affixing my digital signature to this document and that my digital signature is the legal equivalent of my handwritten signature.

I wish to be considered as an Early Decision candidate at New York University. I have read and understand my rights and responsibilities under the Early Decision process. I also understand that with an Early Decision offer of admission, this institution may share my name and my Early Decision Agreement with other institutions.

Please select or enter the contact information of a parent or guardian who you would like to acknowledge your Early Decision obligations.

Parent to Sign

Option 2: [Download / Print](#) 

- Review and sign the student signature
- Parent read and sign

[Save & Sign](#)

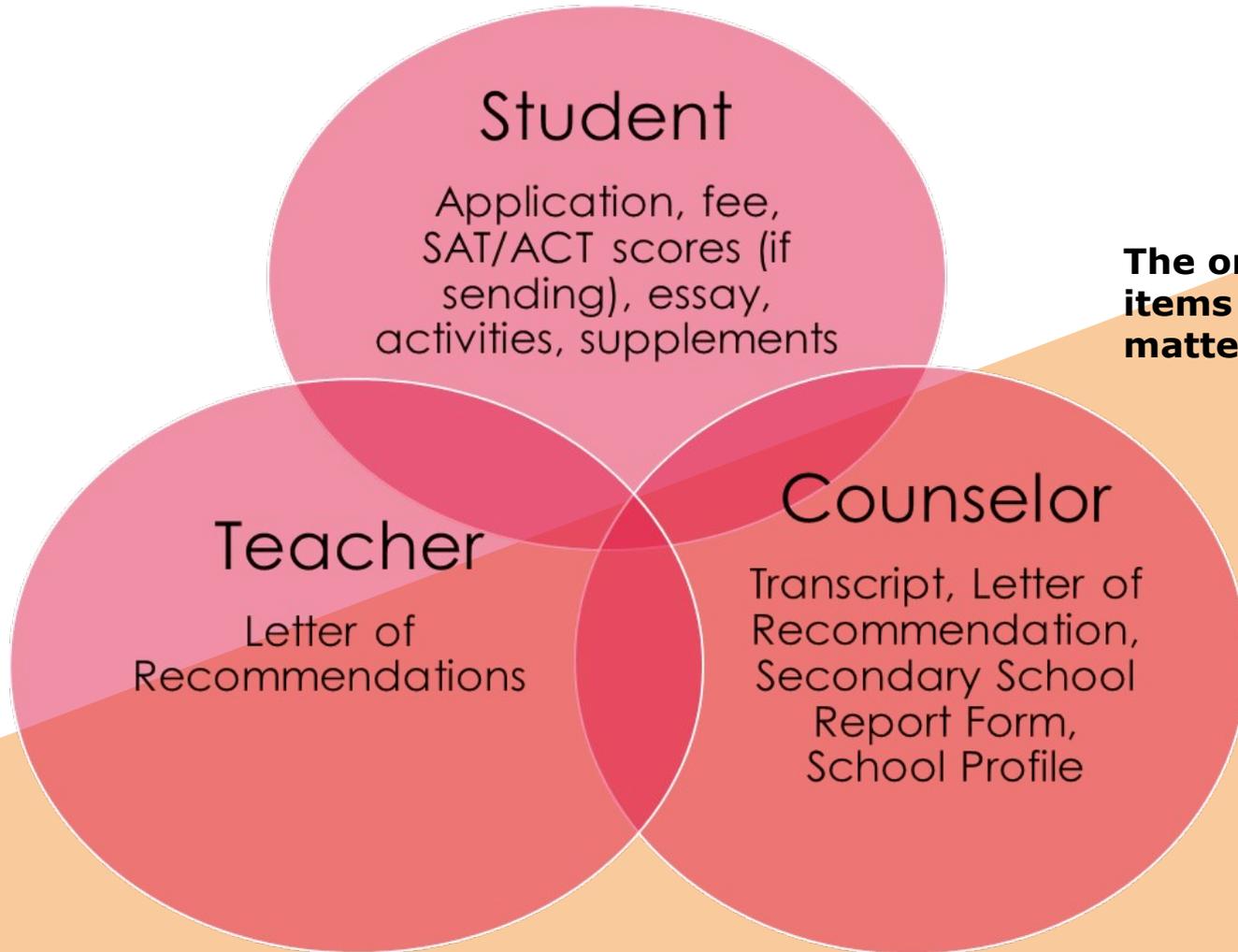
COMMON APP & SCOIR

- **Common App** is where you complete and submit an application that is “common” to all your schools, upload your college essay and complete college-specific, supplemental short answers. www.commonapp.org
- **Scoir** is where you research colleges, view scattergrams (THS statistical history), store important documents and indicate where you are applying <https://app.scoir.com/signin>
 - Students and Parents have been sent Scoir login information. Please email Ms. Yi for login information if you need help with your account.
 - Reminder: All students need to complete Junior Survey in SCOIR under Assignments in order for counselors to write letters of recommendation.

STANDARDIZED TESTING

- Be sure to review each university's testing policy on their admissions websites
- Schools accept either ACT and/or SAT scores - Check the school policy as some schools do not superscore
- **If you want schools to see your scores:**
 - Self-report your scores on Common Application
 - Send official score reports from testing website:
 - Collegeboard.org (SAT) and ACT.org (ACT)
 - ***Student is responsible for sending scores, if required;***
Your counselor DOES NOT send your test scores
- **Test-Optional**
 - Visit [fairtest.org](https://www.fairtest.org) for a list of schools that have test optional policies
 - Be sure to speak with your Counselor if you are unsure
 - Data and statistics can help guide your decision!
 - *If you are sending scores to some schools and not to others, **do NOT** self-report scores on Common App*

Complete Application



**The order of
items does not
matter.**

COLLEGES VISITING TENAFLY

- Every **Tuesday** and **Thursday** from September 9th until the end of October, we have “College Mini-Fairs” in the PITT during lunch. You can find the list of schools on Scoir attending under “Register for Office Hours and Visits”
- You will receive an email if a school on your following list is attending. You should always come meet the reps as these are the individuals who may be reading your application.
- Check your school emails often for updated visit information

Register for Upcoming Events

-  Visit from Multiple Colleges
Tue Sep 9 | 11:15 AM – 12:15 PM

-  Visit from Multiple Colleges
Thu Sep 11 | 11:15 AM – 12:15 PM

-  Visit from Multiple Colleges
Tue Sep 16 | 11:15 AM – 12:15 PM


[See All](#)

Financial Aid

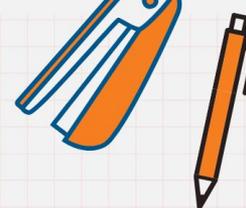
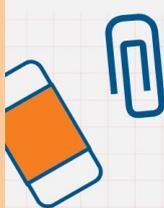
- **TWO FORMS:**

- **FAFSA** (<http://www.fafsa.ed.gov>)
 - Will become available October 1
 - Federal aid

***FAFSA COMPLETION OR FAFSA WAIVER IS A
NEW JERSEY GRADUATION REQUIREMENT***

- **CSS Profile** (<https://cssprofile.collegeboard.org>)
 - Will become available October 1
 - This application can sometimes be due by the school's application deadline
 - Institutional aid

**PLAN TO ATTEND VIRTUAL FINANCIAL AID NIGHT
Thursday, November 13th @ 7:00 PM**



TENAFLY HIGH SCHOOL

COLLEGE APPLICATION SUPPORT

*Get all the guidance and support you
need with the Common App and SCOIR*

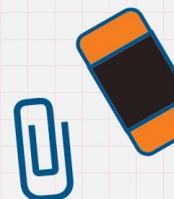


FRIDAY DURING LUNCH

LOCATION:

**GUIDANCE OFFICE
CONFERENCE ROOM**

We encourage all seniors to attend these sessions
with any questions about their college applications



Join THS Class of 2026 Google Classroom

4wkqh4y

