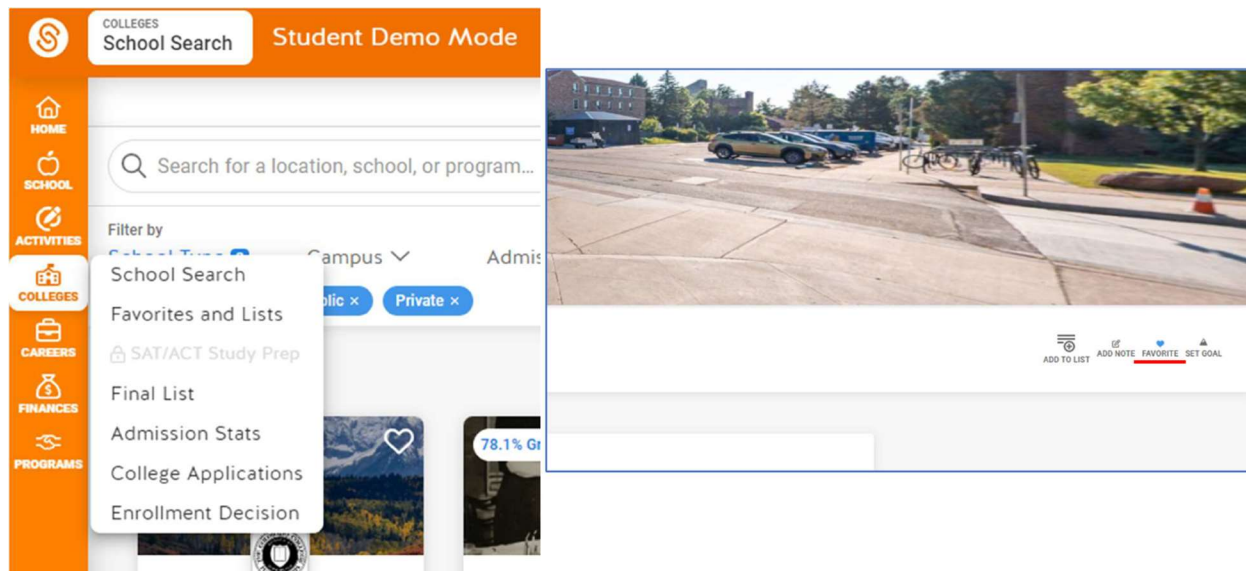
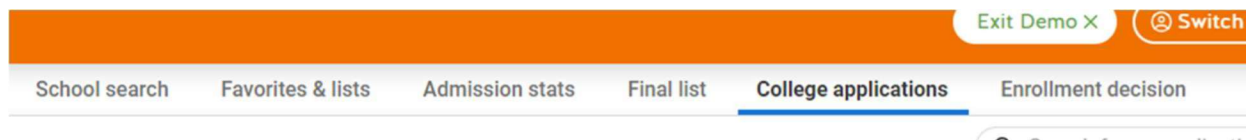


Navigating Schoollinks with College Applications/Transcript Requests

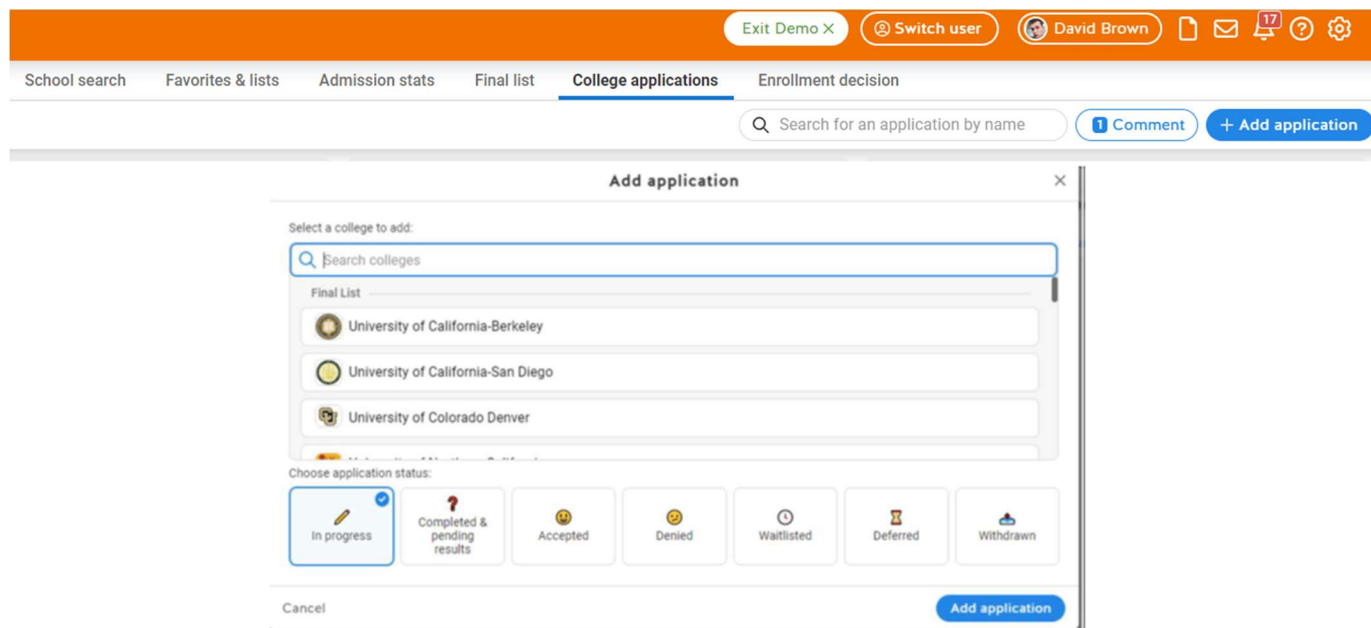
Step 1: Favorite all of the schools that you are interested in applying to. On the left sidebar go to Colleges, School Search, Type in your school and Favorite on the top right next to the school name.



Step 2: Once you have favorited all colleges you are applying to, click the College Applications Tab on the top bar.



On the top right-hand corner, you will see a blue “+Add Application” button. Click this and type in each school you are applying to.



When you add each school be sure to select the appropriate Application Method. Either Common App or School Specific App so we can send your transcripts to the appropriate place. I would highly recommend you apply to all that offer Common App. It is a one stop shop for all of your applications.

University of Colorado Denver >

Admissions | Application Info | Financial Aid

Application status: **In Progress** [Comments](#)

We've added the application method, application type and document destination available for this college. If you can't find the option you're looking for, let us know in the chat.

Application Method

☐ common app ☐ School-specific online app

Application Type

☒ Rolling Jul 29

Doc Destination

☒ This college is In-Network. We'll make sure your materials are sent electronically where they need to go.

Program Name (Optional)
Fill this in if you're applying to a program that requires a different application.
Program name

Student requirements
Select any of the following that apply to this application. You can always add or remove from the student checklist later if you change your

Once you have added your applications it will show you a checklist of what each college needs, along with teacher recommendations needed or counselor documents needed. This is your version of “requesting transcripts”. Once you have added the school Mrs. Seriani will get a notification that your transcript needs to be sent and will complete that process for you.

STUDENT CHECKLIST

☐ Submit Application
Submit your application forms and any required essays.

☐ Test Scores
The California State University (CSU) is temporarily suspending the use of SAT/ACT test scores in determining admission eligibility for fall 2022.

☒ FAFSA Submission

TEACHER RECOMMENDATIONS
This college does not accept teacher recommendations.

COUNSELOR DOCUMENTS
We've researched what documents are required and automatically requested them from your counselor.

☒ Transcript
Added 09/01/2022 as preset

[Request Counselor Document](#)

If you need teacher recommendations this is where you will add who you are asking to write your Letter of Rec. REMEMBER, you must talk with that teacher IN PERSON to ask for a letter of rec and get confirmation from them BEFORE adding them as a recommender.

*Please give teachers an ample amount of time to complete your letter of rec.

STUDENT CHECKLIST

☐ Test Scores
Students may continue to self-report test scores in their application if they would like.

☐ Financial Aid Application
Complete and submit your Financial Aid Application for this school.

[New Student Requirement](#)

TEACHER EVALUATIONS
Remember to update your student profile and communicate with your teachers before adding them as a recommender on SchoolLinks.

2 Required

[Add Recommender](#) Required

[Add Recommender](#) Required

Step 3: Once you have all of your schools in your College Application Manager, you can check your progress to see what needs to be completed and check things off as you complete them.

The screenshot displays the College Application Manager interface with three main columns:

- 6 Incomplete:** A list of six schools with their application status and deadlines.
 - California State University-Fresno: Regular Decision | Dec 15, 1/3 completed.
 - Colorado School of Mines: Other | Mar 1, 0/2 completed.
 - Northern Arizona University: Priority | May 1, 0/2 completed.
 - Pepperdine University: Regular Decision | Jan 15, 0/2 completed.
 - Stanford University: Regular Decision | Jan 5, 0/2 completed.
 - University of Colorado Denver: Rolling | Jul 29, 0/0 completed.
- 1 Completed & pending:** A list of one school.
 - Western State Colorado University: 1 Awaiting.
- 1 Accepted:** A list of one school.
 - University of Colorado Boulder: Upload award letter →.

Below the school lists is a **STUDENT CHECKLIST** with three items, each with a blue checkmark and a three-dot menu:

- Submit Application
- Test Scores
- FAFSA Submission

Once you complete everything on the Student Checklist, Teacher Recs and Counselor Docs have been submitted and you hear back from schools, you can click on the application status and mark the final result.

The screenshot shows the application status modal for California State University-Fresno. At the top, it says "California State University-Fresno" with tabs for "Admissions", "Application Info", and "Financial Aid". Below this, the "Application status" is shown as "Completed & ? Pending" with a blue checkmark icon and a "Comment" button.

The modal is titled "California State University-Fresno" and contains two sections:

- Application Status:** Three buttons: "Will Not Complete" (with a red X), "In Progress" (with a pencil icon), and "Completed" (with a green checkmark and a blue checkmark icon). Below these buttons is a note: "Uncheck or add a new checklist item to mark as 'In Progress'" with a lock icon.
- Application Result:** Six buttons: "Pending" (with a question mark and a blue checkmark icon), "Accepted" (with a yellow smiley face), "Denied" (with a yellow sad face), "Waitlisted" (with a clock icon), "Deferred" (with an hourglass icon), and "Withdrawn" (with a person icon).