

Wall High School

College Application Guide

Class of 2027



Updated August 2026

Overview of the College Application Guide

- ❖ Demonstrate Interest (pg. 2)
- ❖ Contents of a College Application Package (pg. 3)
- ❖ Important Application Information (pg. 4)
- ❖ Transcripts (pg. 5)
- ❖ The College Application Process - 7 Steps (pgs. 6-10)
- ❖ Student Responsibilities - Counselor Responsibilities (pg. 11)
- ❖ Applications Have Been Submitted...Now What? (pg. 12)
- ❖ FAFSA (pg. 12)
- ❖ Scholarships (pg. 12)

Additional Pages of Senior Resources

- ❖ *WHS College Application Form*
- ❖ *Senior Quick Reference Guide*

Demonstrate Interest

Colleges want students to **DEMONSTRATE INTEREST**. Below are ways to show you are truly interested in a college.

Contacting College Admissions Counselors

Students are encouraged to contact College Admissions Counselors/Representatives for our region by email or phone with questions or to simply connect with the college rep. Admissions counselors are individuals who review applications and recommend students for admission. To find the regional Admissions Counselor for a particular college, go to the college's website and in the search bar, type "admissions counselor".

College Tours and Open Houses

Go to college websites to **register** for a tour or open house.

College Representative Visits at WHS

We have college representatives who will be visiting WHS to provide students with a presentation about their college and to answer any questions students may have. These visits take place during unit lunch. Please register in SCOIR for any college visits that you would like to attend. Here is how to register for a WHS college visit:

- ❖ Log in to SCOIR
- ❖ Under the **Me tab**, select **Visits & Deadlines**
- ❖ Browse the list of colleges that are scheduled to visit WHS
- ❖ Click on **Register** for the unit lunch college visits you would like to attend

OR

- ❖ Log in to SCOIR
- ❖ Look for **Register for Office Hours & Visits** on your Home Screen
- ❖ Click on **See All** to browse the list of colleges that are scheduled to visit WHS
- ❖ Click on **Register** for the unit lunch college visits you would like

Contents of a College Application Package

- ❖ Application
 - Students will submit applications via:
 - The Common Application
 - School Specific Application, or
 - SCOIR ([See List of Colleges that allow students to apply through SCOIR](#))
- ❖ Standardized Test Scores - SAT and/or ACT scores
 - Some colleges require students to submit **official test scores** electronically from College Board and/or ACT accounts.
 - Some colleges accept **unofficial test scores**. Students self-report on their application. If accepted and the student attends that college, the college *may request* that the student send official scores from College Board and/or ACT accounts.
 - Some colleges are **test-optional**. Be sure to read test-optional policies carefully.
- ❖ Transcript
 - If colleges require **official transcripts**, WHS counselors send these documents via SCOIR. If colleges require **unofficial transcripts**, students upload their unofficial transcript (found in Genesis) to their application portal.
 - Some colleges do not require transcripts. Instead, they require students to enter their courses and grades in a **Self-reported Transcript and Academic Record System (STARS)**. WHS counselors will submit official final transcripts to colleges via SCOIR at the close of senior year. It is important to accurately report courses and grades in **STARS** because colleges will review students' **STARS** accounts and final transcripts for accuracy.
- ❖ Teacher Letter of Recommendation & Counselor Written Evaluation/Recommendation
 - WHS counselors submit teacher letters of recommendation to colleges via SCOIR.
 - WHS counselors submit counselor evaluations/recommendations to colleges via SCOIR.
 - Students may request "Other Recommenders" (a non-academic individual) on Common App
- ❖ School Profile
 - WHS counselors submit the Wall High School Profile to colleges via SCOIR.

DO YOUR RESEARCH and GET ORGANIZED! Visit each college's website to get the most accurate information. It is your responsibility to know the deadlines and required credentials for each college.

Important Application Information

You will need to report this information on your college applications:

Class Rank - None

GPA - 4.33 Scale / Weighted

WHS CEEB Code: 310082

Graduation Date: June 18, 2027

Students in Graduating Class: 218

Course Scheduling System used by WHS - Yearly

Wall High School Information

Address: Wall High School
PO Box 1199
1630 18th Avenue
Wall, NJ 07719

Telephone: (732) 556-2000
Counseling Office Telephone: (732) 556-2000 x2700
Counseling Office Fax: (732) 556-2109

Director of School Counseling

Mrs. Kathryn Misa	(732) 556-2056	kmisa@wallpublicschools.org
-------------------	----------------	--

Grades 10-12 School Counselors

Ms. Judith Gilberti	(732) 556-2058	jgilberti@wallpublicschools.org
Mrs. Dana Griggs	(732) 556-2087	dgriggs@wallpublicschools.org
Mr. Frank Janks	(732) 556-2159	fjanks@wallpublicschools.org
Mr. Andrew Nash	(732) 556-2057	anash@wallpublicschools.org
Mrs. Kathleen Rivera	(732) 556-2060	krivera@wallpublicschools.org
Ms. Megan Konko	(732) 556-2060	mkonko@wallpublicschools.org
<i>*Ms. Konko is Mrs. Rivera's Substitute*</i>		<i>*9/1/26 through 12/1/26*</i>

Freshman Counselor

Mrs. Kirstin Procter	(732) 556-2055	kprocter@wallpublicschools.org
----------------------	----------------	--

Support Staff

Mrs. Tara Glendinning	(732) 556-2063	tglendinning@wallpublicschools.org
Mrs. Kelly Landwehrle	(732) 556-2061	klandwehrle@wallpublicschools.org

Transcripts

Initial Transcript

- Initial transcript includes final grades in all classes taken in freshman, sophomore, and junior years. Cumulative GPA is reported on the top, right corner of the student transcript.
- In addition, senior-year courses are listed on student transcripts.
- All seniors can view their Unofficial Transcript in Genesis. It is recommended that students and parents
- **CAREFULLY REVIEW** it. Contact your school counselor if there are any inaccuracies.

MP 1 Transcript

- Once MP 1 ends, MP 1 grades will populate on student transcripts.
- **GPA will NOT be recalculated at this point.**
- If students have already applied to a college and would like to send an additional transcript with MP 1 grades, students will need to complete a Google form titled “MP 1 Transcript Release Form” that will be available to the senior class at the end of MP 1.

Semester 1 Transcript

- Once Semester 1 ends, Semester 1 grades will populate on student transcripts.
- **GPA will be recalculated at this point.**
- If a college requires a Mid-Year Report/Transcript, students will need to complete a Google form titled “Semester 1 Transcript Release Form” that will be available to the senior class at the end of Semester 1.

Final Transcript

- Once seniors have updated SCOIR with the college they are attending, the WHS Counseling Department will send Final Transcripts to those colleges at the close of senior year. GPA will be recalculated and reported on the Final Transcript.

★ IMPORTANT ITEMS to NOTE ★

- If any changes are made to a senior-year schedule/transcript after a student has applied to a college, it is the **student’s responsibility** to contact the college immediately and inform them of the change. This can affect admissions decisions.
- **Withdraw Pass (WP)/Withdraw Fail (WF)**
If a student chooses to drop a class after September 18th, a WP or WF will appear on the student’s transcript next to the course. Students are expected to notify colleges of changes to their senior-year programs. This can affect admissions decisions.
- SAT and ACT scores are **not** reported on transcripts. If required, students are responsible for sending official standardized test scores to colleges directly from College Board or ACT.

The College Application Process - 7 Steps

1. Create a Common App Account

There are 5 tasks to complete to officially get started with Common App

2. Connect your Common App and Scoir Accounts

You do this once

3. Complete the FERPA/Release Authorization & Waiver Form in Scoir

You do this once

4. Officially Request Letters of Recommendation in Scoir

You do this once

5. Complete College Applications

One at a time/save your work. Applications are a work in progress until you are ready to submit

6. Send Official SAT/ACT Scores Electronically to Colleges

If required

7. Submit the WHS Senior College Application Form to Your Assigned Counselor

You must submit this form immediately after applying to each college

The 7 Steps Explained

Step 1: Create a [Common App](#) Account - Then Complete These 5 Tasks:

- **Log into your Common App account** (or create one as a first-year applicant)
 - When creating a new account, be sure to use your legal first and last name so your documents match correctly. The email you use for your Common App account does not need to be the same as the one you use in Scoir.
 - *Save your login info - you'll need it when you connect your account in Scoir.*
- **Add Wall High School as your school**
 - Go to *Education* - Current or Most Recent Secondary High School
 - Click **Find School**, then search for and select **Wall High School**
 - Not sure which one to pick? Enter WHS's CEEB code **310082**
- **Add at least one college**
 - Go to *College Search* and add a school you plan to apply to
- **Choose your Start Term (Fall 2027) and Admission Plan (EA, ED, or RD) for the colleges you plan to apply to**
 - Go to *My Colleges*, select a college, then open the *General* section
 - Select a **Preferred Start Term** and **Admission Plan**
 - **!** These must be selected before your counselor can send documents
- **Complete the FERPA Release Authorization**
 - Go to *My Colleges*, open one of your colleges, then select *Recommenders and FERPA*
 - Read and sign the *FERPA* form
 - **!!** *This is required before your counselor can send any documents*

Understanding FERPA:

- The “Release” section gives Wall High School permission to release a student’s transcript/supporting documents to colleges and scholarships upon request.
- In the “Waiving Rights” section, students need to indicate whether they waive their right to access letters of recommendation. Waiving rights reassures colleges that recommenders have provided candid and truthful information. While students are free to respond as they wish, if they choose not to waive their rights, some recommenders may decline their request, and some colleges may disregard letters. Furthermore, if students do not waive their rights, they are not allowed to view their recommendation letters until after they have been admitted and enrolled in a college.

Step 2: Connect Your Scoir & Common App Accounts

Log in to Scoir and follow these steps:

- In the top right corner, select the **Me** tab and then click **View Profile**
- Under **Account** on the right side of your screen, select **Connect to Common App**
- A new window will open, taking you to Common App’s login page. **Sign in using the email and password you used to create your Common App account.**
- Check the box to confirm you agree to share your Common App information with Scoir, then select **Connect**.
- Once successfully connected, you’ll be redirected back to Scoir. Your *My Colleges* list from Common App will be reflected in Scoir.

Here’s what to Expect:

- **When you add a college in Common App** → It will appear in your **Applying** list in Scoir when you select a preferred start term and admission plan in Common App.
- **When you remove a college in Common App** → It moves to your **Following** list in Scoir. You can mark it as *No Longer Interested* if you choose.
- **When you submit an application in Common App** → The college moves to your **Applied** list in Scoir, and your counselor receives an email notification that it’s time to prepare and send documents.

★ IMPORTANT ITEMS to NOTE ★

- **Start Term and Admission Plan Required:**
You must indicate the start term and admission plan for each college in Common App so counselors can prepare and send documents to schools on your behalf.

- **Syncing is one-way**
Changes made in Common App sync to Scoir, but changes made in Scoir do not sync back to Common App.
- **You still need to enter outcomes in Scoir**
Even if you've marked a college as "Applied", Scoir won't know your results until you update them. Adding your outcomes helps your counselor keep records accurate and send follow-up materials like Mid-Year and Final Reports when needed.
- **Colleges you're applying to using other methods** (not Common App) must be added to Scoir manually.
- **What if I added colleges before connecting accounts?**
 - **If you already added colleges in Common App**, they'll sync to your Applying or Applied list in Scoir once you connect accounts.
 - **If you added colleges in Scoir first**, you'll need to add those same colleges in Common App. Until you do, you won't be able to take further action in Scoir.

Step 3: Complete the FERPA/Release Authorization & Waiver Form in SCOIR.

- Both SCOIR and Common App require seniors to complete the FERPA/Release Authorization & Waiver Form.
- ***Seniors must complete the SCOIR FERPA Waiver for documents to be released to colleges.***

Instructions to complete the FERPA Waiver in SCOIR:

1. Log in to SCOIR
2. Click on the "Me" Tab, then "View Profile"
3. On the right side, under Account, find FERPA.
4. Review and Sign the Release Authorization
5. Review and Sign Waiver of Rights

Step 4: Request Letters of Recommendation in Scoir

- Each college determines if it requires *Teacher Letters of Recommendation*, and if so, how many. We recommend students ask at least 2 teachers.
- It is the student's responsibility to ask teachers for letters of recommendation. This may be done as early as the spring of junior year, but at least **4 weeks** before a college application deadline. **It is the student's responsibility to talk to teachers, as well as confirm and communicate application deadlines. Students' initial requests should always be made in person before a formal request is submitted through SCOIR.**

- After students have communicated with teachers in person, they must send their teacher/teachers a request through SCOIR. This step is essential because it allows teachers to upload letters of recommendation to the student's SCOIR account. Please note, students will never have access to view these letters. Only counselors can view and send letters of recommendation using Scoir.
- You will be selecting a **general recommendation request** in Scoir.

Instructions to request Letters of Recommendation in SCOIR:

1. Log in to SCOIR
2. Select the **My Colleges** tab
3. Upper right corner, select **Docs**
4. Find **Letters of Recommendation**
5. Select **New Request**
6. Type in the teacher's name & a brief thank-you message
7. Choose **General** for the recommendation type
8. Select **Submit** - then repeat these steps for each teacher you add.

Now Rank your Letters of Recommendation:

1. While in **Recs & Docs**, select **Rank** (this is right next to **+ New Request**)
2. Use the arrows or ranking interface to arrange your teachers in preferred order (e.g., #1, #2 - if a school only takes one letter, this is where you are selecting which teacher letter you want sent first). The letter selected #2, is your second choice and will only be sent if the college accepts more than one letter.
3. Click **Save**
4. Scoir will automatically use this ranked order to fill open recommendation slots for colleges you have marked as Applying or Applied

- **Common App Recommendation Section** (for recommenders outside of WHS)
Students can invite '**Other Recommenders**' (people outside of WHS, like travel team coaches, employers, clergy, etc) to this section of Common App. Email addresses for '**Other Recommenders**' should be added here.

Counselor Evaluations

- Some colleges require a Counselor's Written Evaluation/Recommendation Letter. If so, your counselor will send it via SCOIR. **DO NOT** send your counselor a request in SCOIR. He/She will add it as needed.
- For counselors to complete a written evaluation, students must submit their **Resume, Student Brag Sheet, and Parent Brag Sheet**. This was due June 1, 2026.

Step 5: Complete College Applications - A Work in Progress...

- Applications are **the most important documents in the process**. Work on one application at a time and save your work. Carefully review applications before hitting the submit button!
- The application should be the first document submitted to the college and must be on time.

- The WHS Counseling Staff requires students to submit college applications at least **10 school days before** the application deadline. This allows the staff to get your supporting documents to the college on time.
- Parents are encouraged to review their child's applications for accuracy before submission.
- Three Types of Applications:
 - The Common Application (www.commonapp.org)
 - College Website or School Specific Application (application found on the college's website)
 - SCOIR - some colleges allow you to apply right from your SCOIR account.
- Most colleges require at least one essay as part of the application. **The college essay is the first senior English writing assignment of MP 1.** Follow the guidelines established for topic and length. Check spelling, grammar, and punctuation.
- Many colleges require supplemental essays, too. Be sure to answer all writing requirements in each application and follow guidelines.
- The **STARS**, Self-reported Transcript and Academic Record System, is required as part of the application process for some universities. Do an online search for [STARS](#) to obtain a complete list of schools that require students to complete the STARS instead of submitting an official transcript.
- Special Talents (art, music, theater)
 - Separate applications could be required
 - Different deadlines might apply
 - A portfolio, digital portfolio, audition, or audio recording may be required
- Brookdale Applicants
 - If Brookdale is a student's first choice, then let the school counseling staff know! We have specific online application instructions to share, and we will help you with the application in January/February.
 - Visit Brookdale's website for information - <https://www.brookdalecc.edu/>
 - Dual Enrollment Students at Brookdale who would like to attend Brookdale after graduation do NOT need to complete the online application. These students will receive a *Brookdale Change of Program* form to complete from Brookdale.

Step 6: Send Official SAT/ACT Scores Electronically to Colleges (if required)

- Some colleges require students to submit **official test scores** electronically from [College Board](#) and/or [ACT](#) accounts.
- Some colleges accept **unofficial test scores** when applying. Students self-report on the application or the STARS. Then, if accepted and the student decides to attend that college, the student will need to send scores officially from [College Board](#) and/or [ACT](#) accounts.
- Some colleges are **test-optional**. Be sure to read test-optional policies carefully. Additional essays may be required.
- **Note: It may take 3-4 weeks for "official" scores to get to colleges. Plan accordingly.**

Step 7: Submit the WHS Senior College Application Form to Your Assigned Counselor

- **This is the most important step in communicating with the WHS Counseling Staff!**

- This [form](#) needs to be completed for each college.
- **Students apply to college and THEN submit this form to their school counselor.**
- Students must submit this form to their school counselor for each college **10 school days** before the application deadline. This ensures counselors have enough time to submit students' supporting documents to colleges.

***Please note** that electronic applications and supporting documents are usually uploaded to a college's server within 24 hours. The colleges need an **additional 3-5 days** to sort and match supporting documents. Don't be alarmed if the college sends an email stating required documents are missing. Most of the time, those emails are automatically generated when an application is entered into the database.*

Student Responsibilities/Counselor Responsibilities

Student Responsibilities

- Complete the FERPA (SCOIR & Common App)
- Submit college applications via Common App, School Specific App, or SCOIR, 10 school days before the application deadline
- Send official SAT/ACT scores to each college - ***if required***
- Upload unofficial transcripts to college applications - ***if required***
- Complete the Self-reported Transcript and Academic Record System (STARS) - ***if required***
- Complete/submit the WHS Application Form immediately after the student has applied to each college - this must be done 10 school days before the application deadline
- Write thank you cards, in a timely fashion, to all staff members who wrote letters of recommendation on the student's behalf
- A student who applied to college and made a schedule change after he/she applied must contact the college immediately to make them aware of the change - this can affect admissions decisions
- Check email daily for important "next steps" from college admissions offices
- Update Scoir with admissions decisions

Counselor Responsibilities

- Provide a WHS College Application Lesson to all seniors during English class in September 2026
 - Make-up lessons are provided during unit lunch at the request of the student
- Meet with students after they have applied to college (collect and review the WHS College Application Form) and discuss any student responsibilities that still need attention
- Submit official WHS transcripts after students have applied - ***if required***
- Submit MP 1, Midyear, and Final official transcripts to colleges when requested
- Submit teacher letters of recommendation after students have applied - ***if required***
- Submit counselor evaluations/letters of recommendation after students have applied - ***if required***
- Submit WHS Profile after students have applied - ***if required - colleges have automatic access to this via the WHS website***

Applications Have Been Submitted... Now What?

- Pay attention to email and college portals set up in the application process. Students need to make their school counselors aware if they receive any notifications about supporting documents missing from their applications.
- If students need their MP 1 Transcript or Semester 1 Transcript sent to any colleges, they must complete a Google form that will be available to seniors at the end of MP 1 and the end of Semester 1.
- **Please keep SCOIR updated with college admissions decisions.** As students hear back from each college, they should indicate the admissions decision in SCOIR- accepted, denied, deferred, or waitlisted. In the **My Colleges** tab, click on the college you applied to and **“Edit Outcome”**.
- **May 1** is the universal application reply date. If accepting an offer of admission, students must do so by May 1st to ensure a place in the freshman class. Once a student has accepted an offer of admission, the student should acknowledge and decline all other offers. **If a student has applied and been accepted during the Early Decision period, he/she should decline any other offers and withdraw any applications even if admission decisions are still pending.**
- Once students accept an offer of admission, they must update SCOIR with the college they will be attending. In the beginning of May, when they log in to SCOIR, they will be prompted to update SCOIR with this important information. This is the only way to ensure the school counseling staff knows where to send final transcripts after graduation.

FAFSA

- The Free Application for Federal Student Aid must be completed by both students and parents.
- The student starts the online application and then invites the parent as a “contributor”.
- Join us Tuesday, September 29th, 6 to 8 pm for a Financial Aid Presentation.

Scholarships

- Information about the WHS Scholarship Program will be emailed to students in December 2026 before winter break.
- Seniors are also invited to apply for external scholarships. Check the website for additional scholarship opportunities.
- If a student applies for an external scholarship that requires school documents, the student must complete a “Scholarship Document Request” and allow 10 school days for processing. Visit this link to access the Scholarship Document Request:
https://docs.google.com/forms/d/e/1FAIpQLSf9xE456eB7qZfhMY1MLSAv0xyb2yU7NNH1b_2t4v0nmBD1ZQ/viewform