



East Islip High School

College Application Process

Common Application/Matching Process:

1. Create CommonApp Account and complete the FERPA form (complete once):

Please follow the steps below to complete your FERPA agreement: (Green check appears when each section is complete)

1. Create Account for Common Application at www.commonapp.org
 - Create an account using your primary/professional email address.
2. Complete Education tab in its entirety.
3. Add at least one college to your “My Colleges” tab- *The FERPA waiver will only appear after you have added at least one college to your CommonApp account and completed all sections of Education.*
4. Go to “My Colleges” (select a college) and click “Recommenders and FERPA”.
5. Click on the FERPA statement, read and check each box and electronically sign your name. **It is strongly recommended that you waive your right to view letters - they are confidential**
6. Once you have signed the FERPA statement you will be able to “MATCH” your Common Application with your Naviance Account.

2. How to Match your Common App and Naviance Accounts:

1. Login to Naviance- HS website > Classlink > Single Sign-on
2. Click on Colleges > Colleges I am applying to
3. The **Common Application Account Match** banner should appear.
4. Enter the **same email address** used to create your Common App account.
5. Click **Match** Colleges on your Common App list will now appear under your **Colleges I am Applying to** tab in Naviance.

Scan this QR Code to watch a tutorial on the Matching process:



3. Requesting Teacher Letters of Recommendation

- Go to Colleges> Apply to College> Letters of Recommendation> Add Request>Select Teacher from drop down list
Make sure to click on the boxes of the specific colleges to which you would like that teacher letter to be sent.

Providing a letter or recommendation is a courtesy and not a requirement- Make sure to speak with your teachers at least 2 weeks before any deadlines

It is your (student) responsibility to:

- Make sure you talk to your teachers prior to requesting a letter of recommendation in Naviance. We recommend you request 2 teacher letters.
- Let your teachers know of any deadline, especially “early” deadlines. Make sure your deadlines in Naviance are accurate.
- Follow up with teachers about your letters.
- If you need help adding teacher recommendation requests to your Naviance account, please see your School Counselor.

Scan this QR Code to watch a tutorial on Requesting Teacher Letters:



4. Complete the College Application Google Form:

1. For your documents (transcripts, school reports and letters of recommendation) to be sent to the colleges you are applying to, **you MUST complete the google form for each college one week prior to your deadline.**

Scan this QR code to get to the College Application Google Form:



The link to this Google Form can also be found on the High School Guidance Page

Complete your Senior Brag Sheet in Naviance

1. Click About Me > Surveys > Surveys not Started
2. Completing your Senior Brag Sheet gives your teachers/counselors information about you to write a letter of recommendation. **This form/information is not shared with your colleges**

Mid Year and Final Transcripts

- If your college is asking for 1st quarter grades, you must contact your School Counselor.
- Common App Mid Year Transcripts are sent automatically in Naviance. If you applied directly to a college (not on CommonApp) and they are asking for your mid-year grades- You must contact your school counselor.
- Your final transcripts will be sent based on your Senior Graduation Survey (completed in May)

Common Application Essay Prompts (250 min/ 650 max):

1. Some students have a background, identity, interest, or talent that is so meaningful they believe their application would be incomplete without it. If this sounds like you, then please share your story.
2. The lessons we take from obstacles we encounter can be fundamental to later success. Recount a time when you faced a challenge, setback, or failure. How did it affect you, and what did you learn from the experience?
3. Reflect on a time when you questioned or challenged a belief or idea. What prompted your thinking? What was the outcome?
4. Reflect on something that someone has done for you that has made you happy or thankful in a surprising way. How has this gratitude affected or motivated you?
5. Discuss an accomplishment, event, or realization that sparked a period of personal growth and a new understanding of yourself or others.
6. Describe a topic, idea, or concept you find so engaging that it makes you lose all track of time. Why does it captivate you? What or who do you turn to when you want to learn more?
7. Share an essay on any topic of your choice. It can be one you've already written, one that responds to a different prompt, or one of your own design.

Applying to Suffolk Community College?

1. Go to www.Suny.suffolk.edu > Apply/Enroll > Apply Online
2. Create your login and PIN
3. Complete all required sections then click "Application is Complete"
4. You must answer the Admissions Agreement question to finalize your application

Suffolk Community College Onsite Admission Days:

November, December, & February/March (Exact dates TBA)

If you would like to set up an appointment, please see a secretary in the Student Support Center.

East Islip High School
1 Redmen Street Islip Terrace NY 11752
Phone # 631-224-2006 Fax # 631-581-0373
CEEB Code: 331705

School Counselor	Caseload (Student Last Name)	Phone Number	Email Address
Mrs. Perri Sachs	A-C	631-224-2006 X6708	psachs@eischools.org
Mr. Christopher Boehler	D-H	631-224-2006 X6707	cboehler@eischools.org
Mrs. Jennifer Salvaggio	I-Mi	631-224-2006 X6709	jrsalvag@eischools.org
Mrs. Nicole Whiteman	Mo-Sa, Cleary	631-224-2006 X6710	nicole.whiteman@eischools.org
Mrs. Jessica Pignataro	Sc-Z, ENL	631-224-2006 X6706	jpignata@eischools.org

Frequently Asked Questions on College Applications

Approximate Class Size:	TBA
Date of Graduation:	6/24/2027
Is your GPA Weighted	Yes
GPA Scale:	100
Class rank reporting:	None
What type of school is East Islip?	Public
Does EI have block scheduling?	No
How is our school year set up?	Semesters- Fall & Spring
When should I file the FAFSA?	October
Do my senior year grades count?	YES! Colleges request grades throughout the year.

If you have purchased college credits- you should list those colleges under Education>Colleges & Universities as “dual enrollment with high school”

You can view/print your unofficial transcript in your Infinite

College Admissions Terms: Regular, Rolling, Early Action (non-binding) vs. Early Decision (binding)

Campus Backpack

Convert your GPA to a 4.0 Scale

Letter Grade	Percent Grade	4.0 Scale
A+	97-100	4.0
A	93-96	4.0
A-	90-92	3.7
B+	87-89	3.3
B	83-86	3.0
B-	80-82	2.7
C+	77-79	2.3
C	73-76	2.0
C-	70-72	1.7
D	65-69	1.3
F	<65	