

SVHS College Application Process

1. Complete the **Student Brag Sheet (attached)** and submit it to your Counselor
2. Complete and **submit college applications** to each desired college. Adhere to all application deadlines and pay any applicable fees or request fee waivers if eligible.
3. Create an account on **Common Application** (commonapp.org)
 - Add any Common App schools to your Common App account list of schools you're applying to
 - Sign the FERPA Waiver (found on Common App under "My Colleges" tab then "Assign Recommenders")
 - Match the Common App with your Naviance account (instructional video on Naviance)
4. **Update Naviance!** Log into Naviance using your 6-digit student ID as both your username and password
 - Make sure all schools you are applying to are listed under the "COLLEGES I'M APPLYING TO" list
 - Do this by moving colleges from the "COLLEGES I'M THINKING ABOUT" list or adding schools to the list
5. **Send ACT scores** (www.actstudent.org) or **SAT scores** (www.collegeboard.org) directly from the testing website to colleges you are applying to. **Seneca Valley High School does not send test scores.** This is your responsibility. Take advantage of free score reports when registering for test!
6. **Request recommendation letters from your teacher(s)** if needed 3 weeks before your college deadlines.
 - Ask your teacher in person well ahead of your college deadline
 - Provide them with the "**Teacher Request for Recommendation Letter**" form (**attached**)
 - Request teacher recommendations through Naviance, go to "Colleges I'm Applying to", click "Letters of Recommendation" and find your teacher(s) name in the drop down box to request.
7. **Request a recommendation letter from your Counselor and an official transcript from the Registrar** 3 WEEKS in advance using a completed and signed **Transcript Release and Request Form (attached)**
 - Be sure that the **Student Brag Sheet** is already completed and submitted to the Counselor first.
 - The Counselor sends out transcripts and recommendations to colleges via Naviance.
 - If your college does not accept Naviance then you must provide the Registrar with a ("9 x 12") envelope addressed to the college with 3 first class stamps, do not put a return address but write your name in the top-left corner.
8. If you took college level courses Dual Enrollment/MC while in high school, request that Montgomery College mail your college transcript to the school you plan to attend.
9. **Complete and submit the FAFSA** (Free Application for Federal Student Aid) for 2019-2020 as early as Oct. 1, 2018. Go to fafsa.ed.gov. Many colleges require the FAFSA to be completed by January 1.
 - Note that many scholarships require a completed FAFSA for consideration.
 - Check specific financial aid requirements & deadlines for all colleges.
 - some schools require the CSS profile as well. Go to cssprofile.collegeboard.org
 - Search for scholarships using Naviance: Go to "Colleges" and then "Scholarship Match". Also go to the SVHS website, click on "College & Career Center" then click on "Scholarships".
10. See your Counselor before school, during lunch, afterschool, or schedule an appointment if you have any questions!!

<p>SENECA VALLEY HIGH SCHOOL CEEB CODE: 210582</p>
