

College Application Nuts & Bolts

- **Check your e-mail regularly!** Colleges use this as their primary way to communicate with you.
- **Provide plenty of lead-time for letters of recommendation.** Determine how many recommendations are required (most public universities do not require or want recommendations) Ask your counselor and teachers before electronically inviting them into your application – invite them well in advance of any deadlines (at least 3 weeks). Counselors need you to **complete the “Brag Sheet”** in order to write your recommendation. The Brag sheet is available on the RHS website, or you can pick up a paper copy in the counseling office. We suggest you waive your right of access to recommendations; colleges put more stock in confidential recommendations.
- **If your list of colleges is long, consider reducing to 10 or fewer schools** – include some that are reach schools for you, some that are probable schools, and some that will likely admit you.
- Watch the web site or Counseling bulletin board regarding **college rep visits to RHS this fall** – these reps are often the same people that read your applications.
- **Plan-ahead, organize, and watch those deadlines.** Check the website for each college on your list regarding steps and deadlines. Many schools utilize the Common Application; others use their own on-line process. Consider making a spreadsheet to track deadlines and steps for the schools to which you are applying.
- If you need your **class rank** for an application check with your counselor or counseling secretary.

Rank is weighted -- GPA is unweighted.

- **Scholarships – start working on them now!** The Roosevelt Scholarship Bulletin is live on the RHS website – find it under counseling section. This resource will be updated October through May. In addition, two commonly used online scholarship sites are www.thewashboard.org and www.fastweb.com. Many colleges have their own scholarships for which you may qualify – so check with them as well. Watch the scholarship deadlines – sometimes they are different from the general application deadline. Remember to file the FAFSA after October 1 – www.fafsa.ed.gov – this is how you qualify for grants & loans. Many scholarships ask for information from the FAFSA. Some schools also require you to complete the CSS Profile. FAFSA workshops will be available and advertised on the RHS website.

Transcripts & Test Scores

- Some colleges do **not** want a transcript at the time of application (UW is one, UC schools is another) - they have you self-report your grades and send a transcript if you are accepted.
- If you are applying through the Common Application, your counselor will upload your transcript.
- You will need to mail transcripts to non-Common Application schools. Request official RHS transcripts in the counseling office. Sealed envelopes with your official transcript/school profile will be available for you to pick up by the next day. **You are responsible for mailing these transcripts.**

You are also responsible for mailing transcripts from any other schools you have attended during your high school career, including schools attended as part of an exchange program and Running Start transcripts.

You are responsible for having your SAT and/or ACT scores sent directly to colleges. www.collegeboard.org and www.act.org

Many schools also require a mid-year report and/or first semester grades. Counselors will send in the mid-year report and updated transcript online for Common Application schools. For other colleges, bring to counseling office by late January stamped envelopes addressed to the college admission office(s), with your name on the back of the envelope, and we will then send out first semester grades.

RHS COUNSELING OFFICE

Seniors can email their counselors with questions and/or make an appointment for assistance with the college application process. The Common Application and other online applications ask for your counselor's contact information.

Alpha Assignment for Senior Class of 2018 Only

Last names A - E | Ms. Carrie Richard | [206-252-4835](tel:206-252-4835) | clrichard@seattleschools.org

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Our counseling secretary is another excellent resource.

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