

5 APPLYING FOR COLLEGE: HOW TO APPLY

TIPS FOR APPLYING:

Complete and submit at least three college **applications** in the fall.

Apply for financial aid by completing the **FAFSA** or **WASFA** as early as October 1 to ensure you have options to pay for college.

Use a professional email address with your name. Check your email often, as you will receive important, time-sensitive messages.

Talk to your counselor if you are unable to pay application fees. You may be eligible for **college application fee waivers**.

Keep track of deadlines using a spreadsheet or to-do list.

Proofread, review and revise college essays. Have at least one other person (mentor, counselor, teacher, etc.) look over your finalized application.

Check the status of your college and financial aid apps to make sure they have been received. You typically can do this via the **online college portal**, email or phone.

Be sure to **save all parts of your college application**; you may be able to reuse them for other college or scholarship applications.

After you submit your **application**, you should receive a **confirmation message**. If you do not, contact the college admissions office to find out the status of your application.

4-YEAR COLLEGE APPLICATION PROCESS:

Submit your FAFSA or WASFA.

Read admission requirements for each specific school.

Create an account for your online application.

Request **letters of recommendation**. Receive a **confirmation email** that your

Request **official transcripts**.

Send SAT or ACT scores.

Write and edit your **personal statement** essay and other **short answer responses**.

Complete and submit your college application.

Receive a **confirmation email** that your application was successfully submitted.

WHAT IS THE COMMON APPLICATION?

The common application, or common app, is a college admissions **application that is used by over 700 colleges in the U.S.**, including many private colleges in Washington. Once the common app is completed, it can be sent to any number of participating colleges. The common app is used exclusively for eligible 4-year colleges and universities. To start the common application, visit **commonapp.org**.

2-YR COLLEGE APPLICATION PROCESS:

Apply online, by mail or in person.

Submit the FAFSA or WASFA.

Take a **placement test** at the college. Some colleges also accept transcripts or other info to determine placement.

Schedule an **academic advising** appointment.

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