

College Application Process Overview

1. Send SAT/ACT Scores (CollegeBoard.Org or ACT.Org)
2. Teacher Recommendations (Ask In Person And On Naviance : Click Colleges, Click Teacher Recommendations, Click Add Request, Fill The Fields Out, Click Submit Request)
3. Complete the transcript request form (Sent In An Email And Found On The Naviance Home Screen (It's The TinyUrl Link!) Complete one form for each college (Applying To 5 Colleges? Complete The Form 5 Times.)
4. Apply To College
 - a. If Using Common App: Match Common App On Naviance (Click Colleges, Click Colleges I'm Applying To, Enter The Email Used For Common App, Click Match)
 - i. You will only be allowed to do this if you have completed the FERPA Waiver part of your Common App.
 - ii. You must do this in order for Ms. Salvatore to send any documents to your Common App Colleges.
 - iii. Information Often Needed For The Common Application:
Ms. Nicole Salvatore, Director of School Counseling, 215-945-6200 Ext. 413,
NSalvatore@conwell-egan.org
 - b. Add colleges on Naviance. *(Click Colleges, Click Colleges I'm Applying To, Click Add To This List, Click the blue Look Up Button, Search Find And Click On Your College, And Click Add Colleges. You May Then Be Asked Whether You Are Using The Common App. If You Are Asked To Select Whether You Are Applying Using The Common App And Do Not Choose, Documents Cannot Be Sent.)*
5. Complete Any Additional Requirements Provided By Your Colleges
6. Complete The FAFSA at FAFSA.Gov so that you can be considered for financial aid.

Remember that 10 school days are required to process transcript requests.

No transcripts will be processed without a transcript request form.

We do not send SAT/ACT/TOEFL scores.