

WHS 4-Year College Admission Process

Applications

Student sends directly to colleges

Transcripts

Counselor sends directly to colleges

Recommendations

Counselor sends directly to colleges

SAT/ ACT Scores

Complete Online

1- School Specific

Application used by state schools that do not require recommendations

2- Common Application

Application used by over 900 colleges. Most private or selective schools use the it and they usually require recommendations

3- Priority Application

Application sent to your email providing an incentive to apply i.e. no app fee or essay

4- Coalition Application

Application used by 150 schools. We only recommend it for U of Washington, Virginia Tech, or U of Maryland

Request in Naviance

1- Click *Colleges I am applying to*

2- Click the '+' sign on the right to add a college

3- Type college name in the box, *Which college are you applying to?*

4- Choose your deadline- either Early Action or Regular Decision- in *App Type*

5- Choose the application type that you will use in *I'll submit my application*

6- Click *Add and Request Transcript*

7- Click Initial and Mid-Year for *What type of transcript are you requesting?*

8- Click *Request and Finish*

Request in Naviance

1- Check if your college(s) require teacher recommendation(s)

2- If yes, on *Colleges I am applying to*, click [letters of recommendation section](#)

3- Click *Add Request* and find the teacher(s) in drop-down

4- Click the second button, *All current and future colleges*

5- Click *Submit Request*

6- Email teacher(s) your Senior Autobiography and give **3** weeks notice!

Counselor Recommendation

1- Common App requires a counselor recommendation- the *Secondary School Report*

2- Email your Senior Autobiography and give **3** weeks notice!

As of August 26, nearly 1,600 4-year colleges and universities nationwide have waived standardized testing requirements for 2020-2021. Please check your colleges' admission web pages for requirements.

Request from Testing Organization

If sending scores, log-onto either CollegeBoard (SAT) at collegeboard.org or ACT Student (ACT) at act.org and request that all scores be sent directly to colleges from the testing organization.