COMMON APP COMPANION

- You will need a copy of your schedule (this was emailed to you in the beginning of the year) a copy of your transcript (on ScribeOrder.com) and this "CommonApp Companion".
- If the school requests a Letter of Recommendation (not all do), go to the Counseling Smore to download a "Brag Sheet" and directions on how to request a LOR from a teacher or mentor. YOU MUST GIVE THEM AT LEAST 2 WEEKS NOTICE SO START REQUESTING NOW.
- You will want to choose **Early Action** or **Regular Decision** NOT ~~Early Decision~~. Early Decision commits you to the school if you get accepted.
- Pay attention to deadlines. If the Early Action deadline is Nov. 1, you should start this process at least 5-6 weeks ahead.

>> Use the following emails (depending on what counselor you have) –
Amy Teske (last names A-D) – ateske@highpointva.org
Katie Wooten (last names E-K) – kwooten@highpointva.org
Katie Ruedger (last names L-R) – kruedger@highpointva.org
LeAnne Lazar (last names S-Z) -- llazar@highpointva.org
Dori Swiercz (Dual Enrollment) – dswiercz@highpointva.org
Jesse Harrison (EMC) – jharrison@highpointva.org

COMMON APP TOP TAB > EDUCATION SIDE TAB

High School Name & Address	Highpoint Virtual Academy of Michigan High School 210 E.Mesick Ave. Mesick, MI 49668 **CEEB Code: 230843**
Date of Entry (If you started 9th grade at a different school, contact us)	September 2021
Graduation Date (check "No change in progression" unless this is your 5th year in high school or you're taking a gap year)	June 2025
Graduating Class Size	238
Class Rank Reporting	Exact
Class Rank	Listed on your transcript
Rank Weighting	Weighted
GPA Reporting Scale	4.0
Cumulative GPA	Listed on your transcript
GPA Weighting	Weighted
Course Scheduling System	Semester
Common App Fee Waiver ("PROFILE" SIDE TAB) (this is how I pay for your applications. Otherwise, you'll have to)	Yes, you meet eligibility

MY COLLEGES TOP TAB > RECOMMENDERS & FERPA SIDE TAB

FERPA (Allows ELHS & colleges to review your information. If you do not want to waive your right, email Mrs. Tokar)	Check "I waive my right…"

COMMON APP COMPANION

Invite Recommender/Teacher	The name/email of the person who will submit a Letter of Rec on your behalf. Do not list anyone you haven't talked to first. This is NOT your school counselor, this is someone different (teacher, mentor, coach, etc.) Your School counselor is the next step!
Invite Counselor	*See above for counselor emails *(If the email is entered incorrectly, it won't connect your application to your school counselor's account)*

FLIP OVER FOR 10 HELPFUL TIPS

THE 10 MOST IMPORTANT THINGS TO KNOW
WHEN FILLING OUT THE COMMON APP

COMMON APP COMPANION

1. Colleges want to know what your parents do and their level of education to get a sense of your background. Your background helps to frame your application.

---

2. When you are asked to self-report your rank and GPA under "Education," have your transcript next to you and be honest. Colleges will be looking at what you report and matching it up to your official transcript.

---

3. If you think your senior courses will change, wait to fill out the section for "Current or Most Recent Year Courses." If you drop a course or replace it, you will need to notify every college you applied to. Selective institutions don't like it when a student reduces the rigor in their senior year courses.

---

4. Always lead with your core, academic classes first when listing them in your application. These classes matter more than non-academic classes like Phys Ed, Health, or elective classes.

---

5. You only have space to indicate five academic honors. Choose carefully. If you don't have any honors to report, that's okay.

---

6. Look at your college list and determine how each college wants to receive test scores. Some colleges permit or even require self-reporting. This allows a student to simply list their SAT or ACT scores right on the application in the testing section. Other colleges still require official score reports from the College Board or ACT.

---

7. Under "Activities," you only have room to list ten things you do in your free time. Be thoughtful about what you include. It's not about how many activities you list; it's about the level of commitment and/or impact you have made. Make sure you list activities in order of importance: #1 should be the most important activity you do.

---

8. The main essay is typically required at most institutions. If a college indicates that the main essay is optional, I would recommend sending it.

---

9. Have proof for everything you report. Since the admissions scandal broke, colleges are more likely to verify specific items listed in the application to ensure a student's authenticity and honesty.

---

10. Be very judicious when using the "Additional Information" section. Only use this section if it is absolutely necessary. Admissions officers easily get annoyed when students attach, include, or comment on details that are not necessary in the admissions process.