



Applying to College – Using Common App and SCOIR

Early Action deadlines are in November and by the start of school, many SJNA seniors will have already applied to their top choices for college. However, there are still plenty of deadlines to meet and the next major round of deadlines is the November 15th Early Action application deadline, for schools like the University of Colorado Boulder, DePaul University, Eckerd College, James Madison University, Marist College, The Ohio State University, Tulane University, University of Arkansas, Wheaton College and more! Help ensure your seniors have a seamless Early, Regular or Rolling application process by understanding the essential aspects of using Common App and SCOIR, and what their specific purposes are.

Common App – this application is accepted by over 900 colleges and universities in the United States and by far is the most popular and preferred application. It consists of two main parts:

- The Common App - the general application accepted by all colleges. This portion of the application also includes the 650-word personal essay that is required by most universities.
- My Colleges - which includes school-specific components, including supplemental essays and questions.



- You also **must invite the College and Career Counselor** under the Recommenders and FERPA section of My Colleges. Do this by adding my email address (clewis@sjnacademies.org), first name (Catherine) and last name (Lewis).

! Counselor

You must invite a school Counselor who will complete the School Report and other forms for you.

[Invite Counselor](#)



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SCOIR – not every college or university is listed in Common App, especially international schools, state schools in Texas and California, trade schools and community colleges. For those reasons and more, SJNA uses SCOIR, an online program that can submit official documents to virtually any higher education institution. In SCOIR, students can also research schools and filter school options to help grow their list of colleges.

- My Colleges – allows you to track schools you are interested in, are currently applying for and have applied to. Placing colleges in your Applied column allows me to know your applications are complete and that I can send off your required documents.

The screenshot shows the SCOIR interface with two main columns. The left column is titled 'Applying (2) Applications in Progress' and contains a card for 'University of Wisconsin (La Crosse) La Crosse, WI' with a 'Regular Decision Feb 1' deadline. The right column is titled 'Applied (7) Submitted Applications' and contains a card with the text 'Where are you enrolling? Move your choice here.' A yellow arrow points to the 'Applying' column, another to the 'Applied' column, and a third to the 'Application Documents' tab in the top right corner.

- Letters of Recommendation – students can invite teachers to write letters of recommendation directly in SCOIR under the Application Documents tab on the My Colleges page. Simply click Request a Recommendation and search for your teacher.

The screenshot shows the 'Application Documents' tab with a table titled 'Teacher Recommendation Status'. The table has three columns: 'TEACHER', 'STATUS', and 'ACTIONS'. Below the table, it says 'There are no recommendations'. A yellow arrow points to the 'Request a Recommendation' button in the bottom right corner.

Have Questions? Visit the College and Career Counselor, Ms. Catherine Lewis, in room 116 or reach out via email at clewis@sjnacademies.org or call 262-646-7283.