

On-Line Applications

More and more students are taking advantage of the internet to file their applications. Some colleges will waive the application fee if you apply online. If you choose to file your application on-line, there are several points to keep in mind.

1. Make copies for yourself and the guidance office. If the colleges call the guidance office with questions about your application, we will have a paper copy to consult. Otherwise, the guidance office has no way of knowing where to send supporting documents.
2. Review the application form first, if possible. You may be required to write an essay on-line. Download a blank application so that you can do a rough draft, correct it and then have it ready when you file your application.
3. When you bring a paper application to the guidance office, we include your transcript, SAT scores, activity list, letters of recommendation and any supporting material required by your school. If you file an application on-line, it is incomplete. If you do not let us know that you have applied to a college on-line, it will delay the processing of your application. **Let the guidance office know when you file on-line so that we can send the necessary supporting documents.**
4. Most schools will send you a confirmation by e-mail that they have received your application. If you do not receive one, do not hesitate to call the admissions office to check.