

College Plaza

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Central Components of College Application

It is important that you know what kind of information you will be asked to provide as part of your application to college. ***Requirements for applications vary according to the particular college or university.***

In general, the following components are required:

1. The **application**—includes basic questions—name, address, school, courses you are taking etc. *The application may also include direct questions regarding any disciplinary challenges you have had.*
2. Your **official transcript**. This is something you will request, in writing, from your college guidance advisor or high school registrar. When you do so, it is important to clarify if your Dual Credit courses and/or other summer academic courses you have taken are included on your transcript. Some schools also include ACT/SAT scores on the official transcripts—again, it is your responsibility to determine if this is the case at your particular high school!
3. **High School Profile**—a brief snapshot of your high school community and its distinct programs that your college guidance advisor will provide.
4. **High School Course Description and Grading Scale**—also provided by high school guidance advisor to ensure that college admissions representatives understand the specific details of the classes you have taken here and how you have been graded.
5. **Financial Aid information including the FAFSA form.**
6. **Application fee waiver form** based on your family income so you do not have to pay the application fees. This is something you do through your college guidance advisor.

In addition, depending on the college or university, you may be required to submit:

1. **Personal essays:** these can be among the most important parts of your application—we will devote significant attention to college essay writing at the end of the junior year and beginning of the senior year.
2. **Letters of recommendation** from teachers/advisors/mentors with whom you have worked closely.
3. **Graded essays** from your high school, college dual credit classes or summer programs.
4. **Official college transcripts** from any courses you have taken in addition to your high school transcript.
5. **Additional Financial Aid forms-** in particular, the **CSS Profile**.
6. **An interview** on the college campus or locally here in New Mexico when college admissions representatives/alums are visiting.

The Common Application. (www.commonapp.org)

As you research colleges and universities, determine if the Common Application is accepted. The 'Common App' is used by over 600 colleges and universities around the country. This is an on-line application that you complete once and then submit electronically to several colleges. Many colleges and universities that accept the Common Application also require Supplemental Materials (such as an additional essay) that are specific to that college.