

APPLYING TO COLLEGE

EHS Counseling Department



Explore Colleges

You are recommended to visit a variety of colleges before you decide where you will attend. Seniors may take up to two days per school year, and juniors may take up to one day per school year to visit prospective colleges/universities. You must submit a pre-arranged absence form to the office at least five days prior to the visit date. College visits should be scheduled in advance online via the college's website or by calling the college's Admissions Office. Visits typically include an information session and a campus tour. Consider this [Checklist](#) when visiting colleges. When in-person visits aren't possible, many colleges also offer online virtual tours.



Apply to College

Colleges prefer that you submit applications online. Some colleges will provide you with different application options (the college's individual application, Common App, etc.). You can typically find the online application link in the Admissions section of the college's website. Be sure to check for deadlines! Colleges may have an application deadline or a priority deadline. You must meet the priority deadline for full scholarship consideration. You need to give yourself plenty of time to write an essay and request letters of recommendation (if required). We recommend that you submit applications as early in senior year as possible.



Request Your Transcript

Colleges will require you to submit an official transcript (sent directly from EHS to the college).

If you submit a college application via the Common App, you need to enter your counselor's e-mail address so that your counselor has access to upload your transcript via the Common App.

If you apply using the college's individual application, you need to request to have your transcript sent via Parchment. Here is a "how-to" video regarding that process: [Parchment](#).

If you earn college credits from IU for ACP courses or Ivy Tech for dual credit courses, you will have to have your official IU or Ivy Tech transcript sent to the college you will attend in order to transfer your college credits. Click [here](#) to learn more about transferring college credits.



Take the SAT and/or ACT

Some colleges require the SAT and/or the ACT for admission. Some colleges are "test optional" which means you can choose to submit test scores with your college application (high test scores can enhance your application). You will need to check each college's test policy. For upcoming test dates, registration information, and online prep resources, visit the [EHS Counseling website](#). Students are recommended to take one or both exams more than once because students' scores tend to increase. Also, many colleges will accept students' highest scores from a variety of test administrations so it's to the student's advantage to test more than once.



Request a Fee Waiver, If Applicable

21st Century Scholars and students enrolled in free or reduced lunches often qualify for a fee waiver for college application fees and SAT/ACT exam fees. Oftentimes you can request a fee waiver directly on college applications. If not, contact your counselor.



Apply for Financial Aid

A Free Application for Federal Student Aid (FAFSA) is required for need-based federal and State financial aid and student loans. It is also required for some merit-based scholarships. The [FAFSA](#) is available online in October. The Indiana deadline for State aid is April 15th; however, check with each individual college in case they have an earlier FAFSA deadline.

Research college websites,, check your school e-mail regularly, and pay attention to the daily announcements to learn about additional scholarship opportunities.