

# **College Applications and SchoolLinks**

# How do I get there?

- Go to your student app
- Click the icon that looks like this-
- Select “google sign in” and your school email should pop-up, then hit enter
- If you have not done the “on-boarding” do that now



Students & Staff    Guardians & Members

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Email


Password


[Forgot password](#)

**Log in**

OR

 Log in with Clever

 Log in with ClassLink

 Log in with Google

# To-Do List

Click the “To Do List” on your dashboard

Click on that and click “Recommendation Letter Brag Sheet” – this will need to be filled out for teachers to write you Letters of Recommendation.

Letter of Recommendation Form ⓘ

List all the awards and honors you have received in high school.  
This could include student of the month awards, sports awards, high honor roll, etc. This could also include any awards or honors you have received outside of school during your high school years.

What extra-curricular activities or programs have you been involved with and which years.  
This can include sports, clubs, organizations in school and outside of school.

What officer positions or leadership roles have you held and what years?  
This can include clubs, sports, or anything inside and outside of school that might be a leadership role.

Cancel Submit

# Colleges Tab

- Go to School Search
- Type in a school, location, or major that you are interested in
- Favorite any school that you are interested in or plan to apply to
- You can check your chance of getting in by the admissions stats
- Go to College Applications
  - First thing to fill out is the Application setup
  - Brag sheet is on the left side to fill out
  - Update FAFSA status when you file
  - Log in to Common App-
  - Click “+add application” for any school you plan to apply to
  - Once you know if you were accepted or not, you will click the 3 dots on the right and let us know what the result was

Recommendation tracker

Fulfilled  Pending  Declined

[View all requests](#)

[Complete brag sheet](#)

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FAFSA ? NOT FILED

[Update Status](#)

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common app ? CONNECTED

[Log in →](#)

[Unlink account](#)

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Application setup COMPLETE

Personal details [✎](#)

Fee waiver eligibility [✎](#)

FERPA waiver [👁](#)

# Teacher Recommendations

- From the dashboard, click the College icon on the left navigation sidebar, then select College Applications from the drop-down menu.
- Click on the pencil icon of the school you want to request a teacher evaluation for.

The screenshot displays the 'College Application Manager' interface in 'Student Demo Mode'. The top navigation bar is orange and includes 'Exit Demo X', 'Switch user', and the user profile 'Arden Nelson'. The main navigation sidebar on the left lists: HOME, SCHOOL, ACTIVITIES, COLLEGES (highlighted), CAREERS, FINANCES, and PROGRAMS. The 'College applications' section is active, showing a search bar and a '+ Add application' button. The main content area is divided into three columns: 'Incomplete' (3 items), 'Completed & pending' (0 items), and 'Accepted' (0 items). The 'Incomplete' column lists three schools: American University (Regular Decision | Jan 15, 0/1), Baylor University (Deadline passed!, 0/2), and Rice University (Regular Decision | Jan 4, 0/3). Each school entry includes a pencil icon for editing. The 'Completed & pending' column contains instructions: 'Complete the student checklist to mark an application completed.' The 'Accepted' column contains instructions: 'Add a result to mark a completed application as accepted.' At the bottom, there are buttons for 'Will not complete', 'Withdrawn', and 'Denied'. A chat icon is visible in the bottom right corner.

# Teacher Recommendations

## Adding a Recommender

You have a few options when it comes to determining who you would like to request an evaluation from:

1. Choose an existing evaluation
2. Request an evaluation from a new teacher with an account
3. Request an evaluation from a new teacher without an account

The screenshot displays the 'College Application Manager' interface in 'Student Demo Mode'. The top navigation bar includes 'College Application Manager', 'Student Demo Mode', 'Exit Demo X', 'Switch user', and the user name 'Arden Nelson'. A sidebar on the left contains navigation icons for HOME, SCHOOL, ACTIVITIES, COLLEGES, CAREERS, FINANCES, and PROGRAMS. The main content area features a 'Back' button, the American University logo, and navigation links for 'Admissions', 'Application Info', and 'Financial Aid'. The application status is 'In Progress' with a 'Comments' button. Below this is a table with columns for Method, Type, and Deadline.

Method	Type	Deadline
Common App	Regular Decision	Jan 15

The interface also includes three sections: 'STUDENT CHECKLIST' with items like 'Test Scores' and 'Submit Application on Common App'; 'TEACHER EVALUATIONS' with a red-bordered 'Add Recommender' button and a 'Request Teacher Evaluation' link; and 'COUNSELOR DOCUMENTS' with items like 'School Report (General)', 'Mid Year Report (General)', and 'Counselor Recommendation (General)'. A 'Request Counselor Document' link is at the bottom right.

If you have already requested a teacher evaluation for another school- you can assign an existing teacher evaluation to this school. These teachers will show up as Pending, Declined, or Fulfilled depending on the status of the already submitted recommendation

Request an evaluation from a new teacher- search for them by name in the search field. If you choose this method, you will need to select the subject for which you would like an evaluation.

If after searching for your teacher you don't see the teacher listed (or it is an outside recommender), you can click Add them Manually. This will open up an option for you to provide their First and Last Name, Email, and Subject to request an evaluation from them. You will again need to select their subject in order to continue. Note: You must use the search first in order to see this option.

Lastly, click submit request.

You can track and see who has completed the letters and who you are still waiting on.

Select the type of recommendation.

General (Most common)  
Not specific to a college and can be assigned to any application

College-specific  
Customized for this college and can only be assigned to this application

Your school has disabled college-specific recommendations.

Assign a teacher to complete a teacher evaluation for **Baylor University**. They'll receive an invitation to fulfill your request on SchoolLinks.

If this college requires a counselor recommendation, it will be automatically requested in "Counselor Documents".

Search teachers

Justin Mills	PENDING
Ben James	PENDING
Katie Smith counselor@test.com	
Counselor SchoolLinks counselor@schoolinks.com	
Aaron Harper AHarper@counselor.com	

SELECT TEACHER ADD DETAILS

Invite a teacher to fulfill your request on SchoolLinks or [search teachers instead](#)

First name  
Andrea

Last name  
Sellers

Email  
staff187@demo.com

Subject  
Other

# Finances Tab

## Scholarship matching-

Add colleges you're interested in to get matched with college-specific scholarships.

Select a college list



Search colleges

Colleges (3)



Loyola University Chicago



Illinois Wesleyan University

Eligibility

Answer the following questions to determine your scholarship eligibility.

What is your gender?

Female

Male

Non-Binary

Where do you live?

Zip Code

What is your race/ethnicity?

Select Race/Ethnicity

What are your origins/ancestry?

Select Origins/Ancestry

What is your current religious affiliation?

Religion

What is your GPA?

Weighted

Unweighted

Are you interested in scholarships that require financial need?

No

Yes

Are you a first generation college student? ⓘ

No

Yes

Don't require citizenship or permanent residence

Require Permanent Residency

Require U.S. Citizenship

Show me scholarships that...

Which career clusters are you interested in?



Agriculture, Food & Natural Resources



Architecture & Construction



Arts, Audio/Video Technology, & Communications



Business, Management, & Administration



Education & Training



Finance



Government & Public Administration



Health Science



Hospitality & Tourism



Human Services



Information Technology



Law, Public Safety, Corrections, & Security



Manufacturing



Marketing, Sales, Service



Science, Technology, Engineering, and Mathematics



Transportation, Distribution, & Logistics



Add keywords representing your academic and extracurricular activities or unique aspects of your identity.

Tip: Use commas or press "enter" to add multiple keywords.

Add Keywords...



**College Financing**—Use the College Financing tool to estimate the cost of colleges you are interested in and calculate the actual net cost of colleges you have been accepted to.

FAFSA <sup>?</sup> NOT FILED  
[Update Status](#)

**Financial Background** <sup>?</sup>  
Add your financial info to estimate the cost of colleges you are considering.

College Savings	\$0*
In-College Earnings	\$0*
Family Income Bracket	Average*

*\*We applied default values to these items, but for more precise calculations, update them to match your financial background.*

**Third Party Scholarships** <sup>?</sup>  
Add scholarships awarded to you that can be used at any college.

**Estimated Costs** Actual Costs

Shows estimated net costs based on historical net costs for students in the selected family income bracket.

Third Party Scholarships Gift Aid Out of Pocket Borrow Amount

Showing **Favorited Colleges** <sup>?</sup> Showing **Total Cost** <sup>?</sup>

**University of Chicago** Estimated  
~\$15,499 Net Cost over 4 years

Out of Pocket \$0 Borrow Amount ~\$15,499 Gift Aid ~\$351,103

**Illinois Wesleyan University** Estimated  
~\$92,668 Net Cost over 4 years

Out of Pocket \$0 Borrow Amount ~\$92,668 Gift Aid ~\$200,128

**Estimated Costs** Actual Costs

Add award letters to compare actual net costs for colleges you have been accepted to.

Third Party Scholarships Gift Aid Out of Pocket Borrow Amount

Showing **Total Cost** <sup>?</sup>

Colleges you mark as “Accepted” in [College Applications](#) will be automatically added here.

# Careers Tab

- Career Center- will show you the most job openings and most common careers by state
  - You can also look by career cluster or by what jobs have the highest growth rate
- Opportunities- will show you what opportunities are available around our area
- Employer Showcase- is where you can go and try to get jobs
- My profile/resume- where you can make your resumes for college or jobs
- VR Workplace Tours- where you can view workplaces to see what it is like to work there.

## Activities Tab

- My Goals- You can write your goals so that helps narrow your search for college and careers
- Assessments- multiple assessments to take if you don't know what you'd like to do for a career
- Learning Hub- great for information about financial aid, how to explore careers, post secondary planning and college search, the application process, or planning for the military.