



SPRINGBORDO SCHOOLS

SENIOR MEETING

2023-2024



COUNSELORS

**Jim
Collins**

A-E

**Justin
Martin**

F-K

**Dana
Mitchell**

L-R

**Corrina
Centers**

S-Z

**Kait
Tucker**

Freshman

**Ryan
Wilhite**

CCP/Testing

**Rochelle
Fenlon**

Administrative
Assistant





APPLICATION PROCESS

STUDENT'S RESPONSIBILITY

1. Be aware of deadlines – admission, scholarships, financial aid, etc. These are different for every university.
2. Submit student portion of the application at least two weeks in advance of deadlines.
3. Request to have official ACT and/or SAT scores sent. Must come from testing company. **(SHS does not send these scores.)**
4. Complete all supplemental essays.
5. Log into SchoolLinks and add College Applications to make transcript requests and teacher recommendation request. ****Counselors require two weeks to process these.**





APPLICATION PROCESS

COUNSELOR'S RESPONSIBILITY

1. Transcripts – Students must request transcripts through SchoolLinks for each school to which they are applying.
2. Counselor will submit a copy of student's transcript with the counselor portion of the application (if applicable).
3. Counselor is available to answer questions the student may have regarding the application process. Student should sign up to see his/her counselor in the counselor's office.

REMEMBER: AT LEAST TWO WEEKS TO PROCESS ALL REQUESTS.



TYPES OF ADMISSION DEADLINES

- **Early Action:** non-binding, may apply to other colleges, and commit in spring
- **Early Decision:** **BINDING**, early commitment, can apply to other colleges, but with regular decision option (if accepted, must withdraw all other applications)
- **Regular Decision:** follow posted plan
- **Honors Program:** selection process often varies from traditional applications, deadlines vary from school to school



TYPES OF APPLICATIONS

Two Main Types of College Applications:

 We've added the application method, application type and document destination available for this college. If you can't find the option you're looking for, let us know in the chat.

Application Method

	 School-specific online app
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TYPES OF APPLICATIONS



Cincinnati State Technical and Community College
Cincinnati, Ohio | Public

- Overview
- Campus Setting
- Student Body
- Academics & Programs
- Athletics
- Student Life
- Cost & Financial Aid
- Admissions
- | Application**
- Suggestions

Application

Application Methods

School-Specific Online Application

[Online Application >](#)

Application Checklist

Key: Required/Accepted Not Required

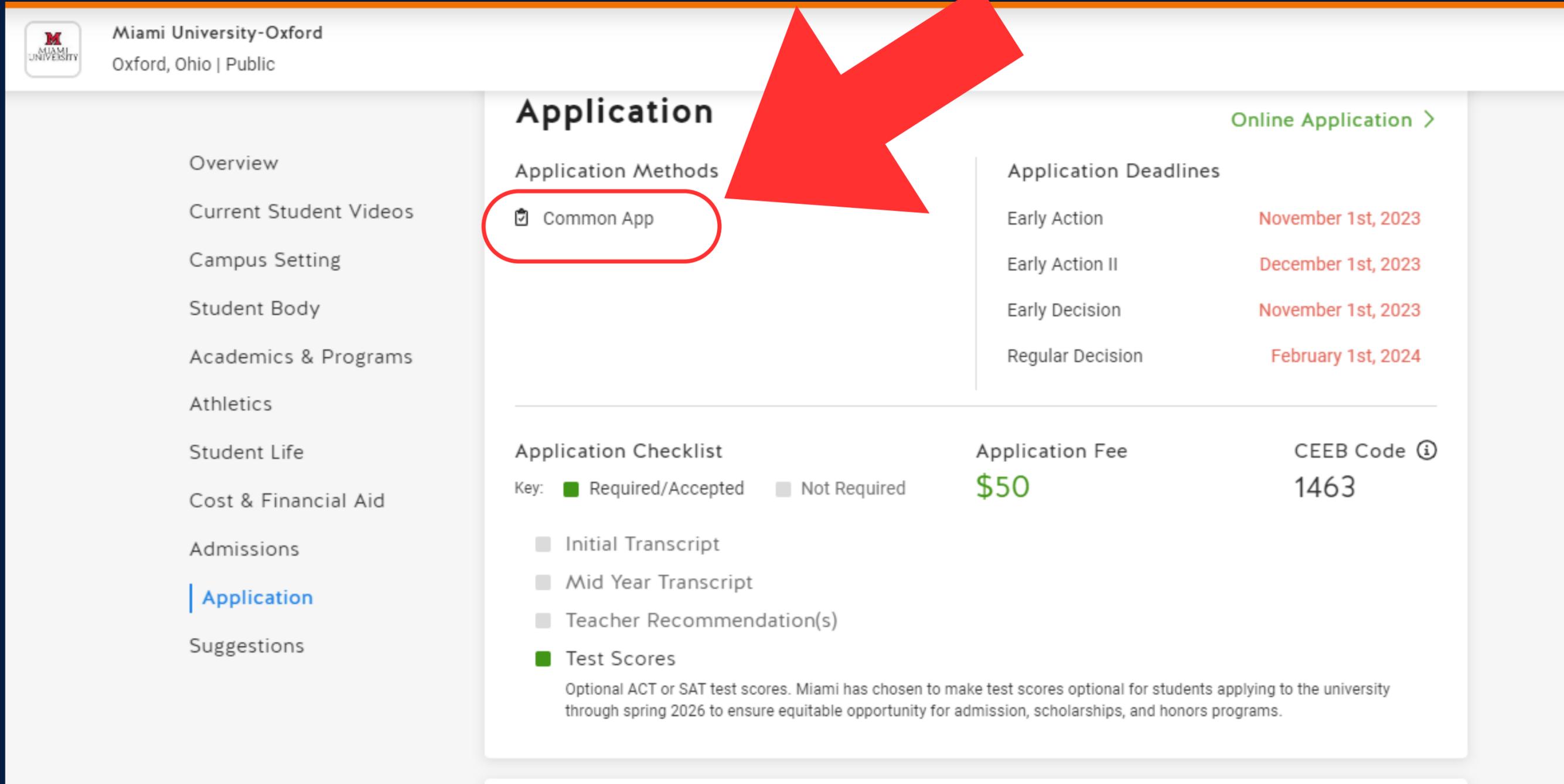
- Initial Transcript
- Mid Year Transcript
- Teacher Recommendation(s)
- Test Scores

CEEB Code ⓘ

1984



TYPES OF APPLICATIONS



The screenshot shows the Miami University-Oxford application portal. A red arrow points to the 'Common App' link under 'Application Methods', which is also circled in red. The page includes a navigation menu on the left, a main content area with 'Application Methods' and 'Application Deadlines', and a bottom section for 'Application Checklist', 'Application Fee', and 'CEEB Code'.

Miami University-Oxford
Oxford, Ohio | Public

Application [Online Application >](#)

Application Methods

- Common App

Application Deadlines

Early Action	November 1st, 2023
Early Action II	December 1st, 2023
Early Decision	November 1st, 2023
Regular Decision	February 1st, 2024

Application Checklist

Key: Required/Accepted Not Required

- Initial Transcript
- Mid Year Transcript
- Teacher Recommendation(s)
- Test Scores

Application Fee: **\$50**

CEEB Code ⓘ: **1463**

Optional ACT or SAT test scores. Miami has chosen to make test scores optional for students applying to the university through spring 2026 to ensure equitable opportunity for admission, scholarships, and honors programs.

WHAT IS THE COMMON APP?

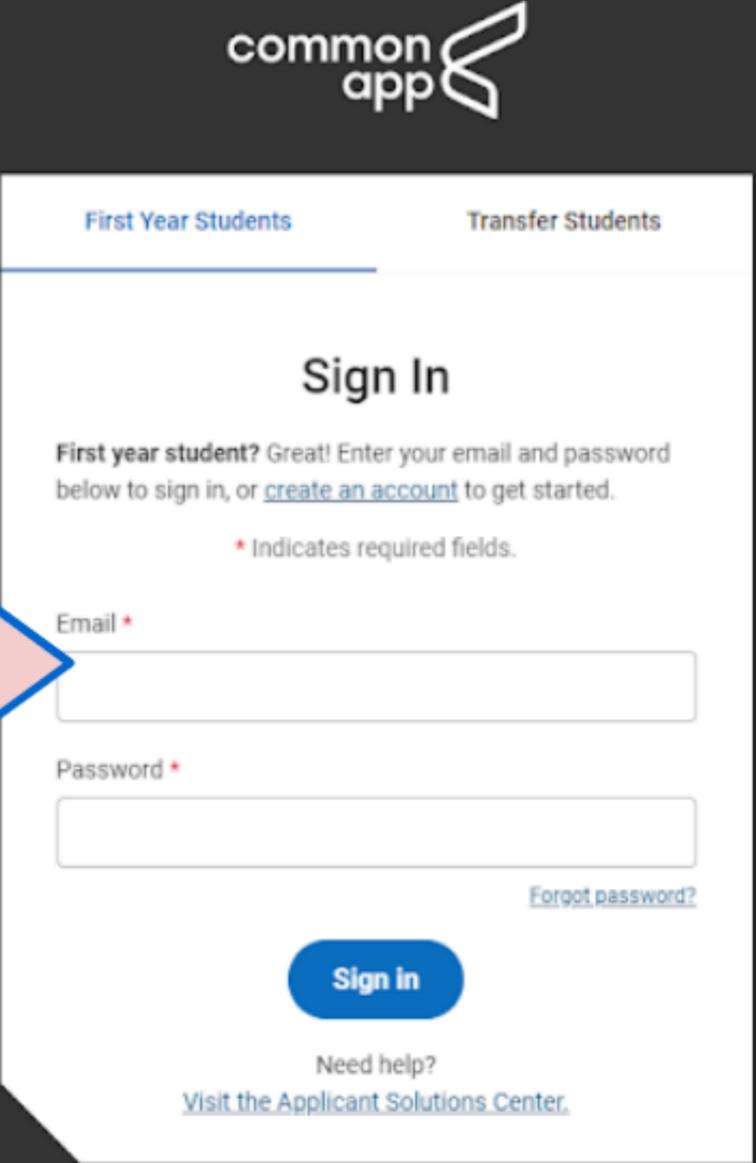
- One application that is accepted by many universities
- Fill out the application one time and submit to many universities
- Some universities have supplemental applications/essays that are required
- **Student MUST sign the Family Educational Rights and Privacy Act (FERPA) Waiver and match Common App account in SchoolLinks in order for transcripts to be sent**

COMMON APP

Use a specific email account that is not linked to any other social media. This is required for “matching” later.

DO NOT USE SCHOOL EMAIL

IMPORTANT



The screenshot shows the Common App sign-in interface. At the top, the 'common app' logo is visible. Below it, there are two tabs: 'First Year Students' (which is selected) and 'Transfer Students'. The main heading is 'Sign In'. A message reads: 'First year student? Great! Enter your email and password below to sign in, or [create an account](#) to get started.' Below this is a note: '* Indicates required fields.' There are two input fields: 'Email *' and 'Password *'. A 'Forgot password?' link is located below the password field. A blue 'Sign in' button is centered below the fields. At the bottom, there is a 'Need help? Visit the Applicant Solutions Center.' link.

[Download the Mobile App](#)



FERPA WAIVER - COMMON APP

The screenshot shows the Common App interface with a red arrow pointing to the 'Recommenders and FERPA' section in the 'My Colleges' sidebar. A modal window titled 'Release Authorization' is open, containing the following text:

Release Authorization

- 1. How does FERPA relate to your college application?**
 - FERPA regulates the privacy of student education records, which could include your application to the college where you enroll. FERPA also gives you the right to review confidential letters of recommendation provided as part of that application after you enroll.
- 2. In a moment, you'll be asked if you want to waive the right to review confidential letters of recommendation. What should you know about this waiver?**
 - Waiving your right lets colleges know that you do not intend to read your recommendations, which helps reassure colleges that the letters are candid and truthful.
 - Some recommenders may decline to write a letter for you if you do not waive your rights. Check with your counselor or teachers to see if any of them follow such a policy.
- 3. Still unsure how to respond?**
 - That's OK. Many students are. Before you move on, take a moment to discuss your decision with your counselor, another school official, or your parent/legal guardian. For more information about FERPA, visit the [Help Center](#).

I have read and understood the FERPA Release Authorization explanation above.*

[Continue](#)

FERPA WAIVER – SCHOOLINKS

✓ PERSONAL DETAILS

✓ FEE WAIVER ELIGIBILITY

FERPA WAIVER

How does FERPA relate to your college application?

- FERPA gives you the right to review letters of recommendation if you are enrolled in college that saves the recommendations, OR you are 18 or older.

To waive or not to waive?

- Waiving your right lets colleges know that you don't intend to read your recommendations, which helps reassure colleges that the letters are candid and truthful.
- If you choose not to waive your right, some recommenders may decline to write a letter for you, and some colleges may disregard letters submitted on your behalf.

Still unsure how to respond?

- That is OK. Many students are. Before you move on, take a moment to discuss your decision with your counselor, another school official, or your parent/legal guardian. You can also read our [FERPA Help Article](#)

I have fully read and understood the FERPA Release Authorization explanation above. I give permission for my school to release materials, including my transcript, to the colleges to which I am applying.

← Back

✓ Finish application setup

✓ PERSONAL DETAILS

✓ FEE WAIVER ELIGIBILITY

FERPA WAIVER

Help Article

I have fully read and understood the FERPA Release Authorization explanation above. I give permission for my school to release materials, including my transcript, to the colleges to which I am applying.

Please select one:

- I waive my right to review all recommendations and supporting documents submitted by me or on my behalf.
- I DO NOT waive my right to review all recommendations and supporting documents submitted by me or on my behalf.

Your Signature

Pretend Student

I understand that my waiver or no waiver selection above pertains to all colleges to which I apply and that my selections here cannot change after submitting this form.

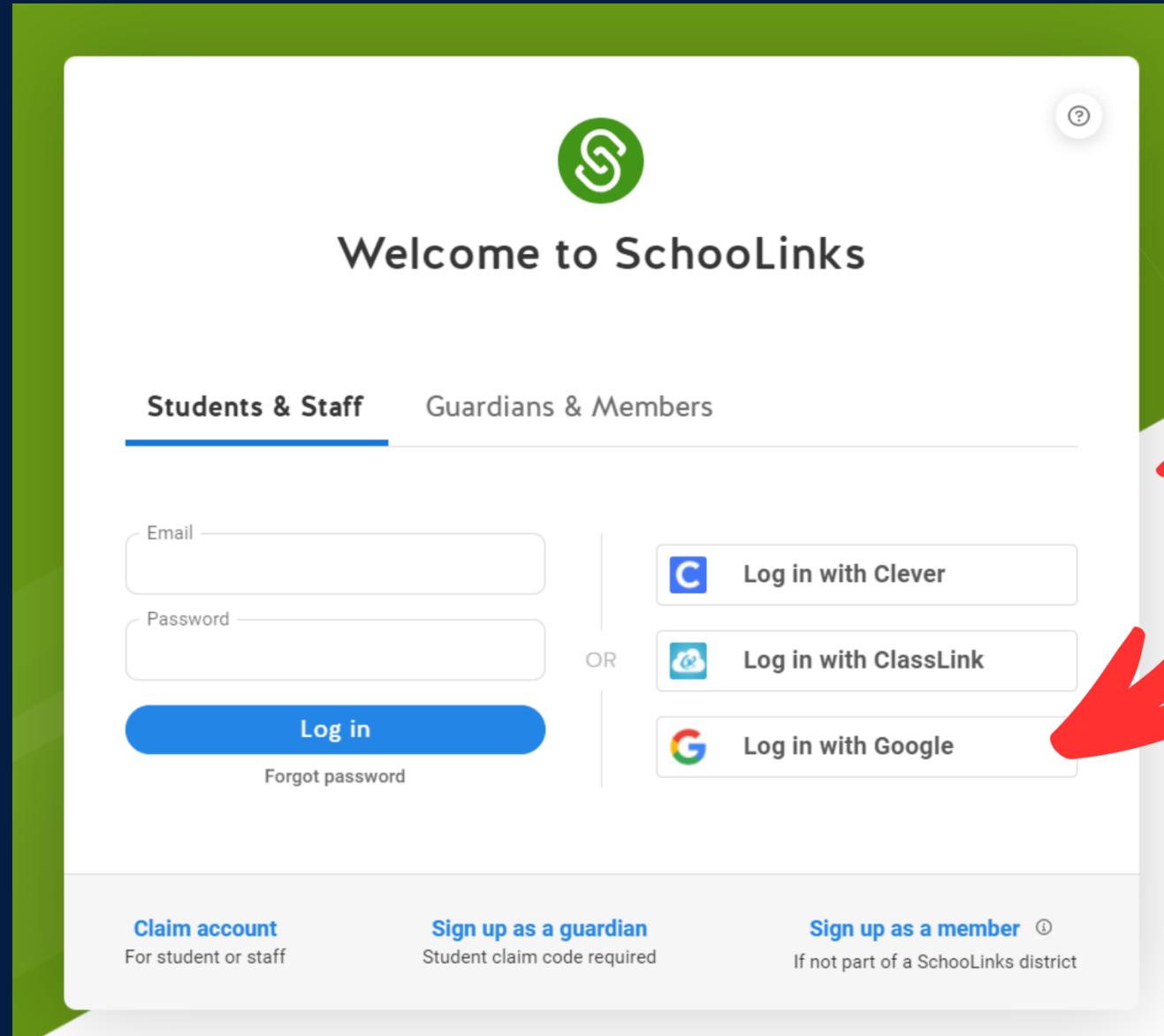
Sign Waiver

← Back

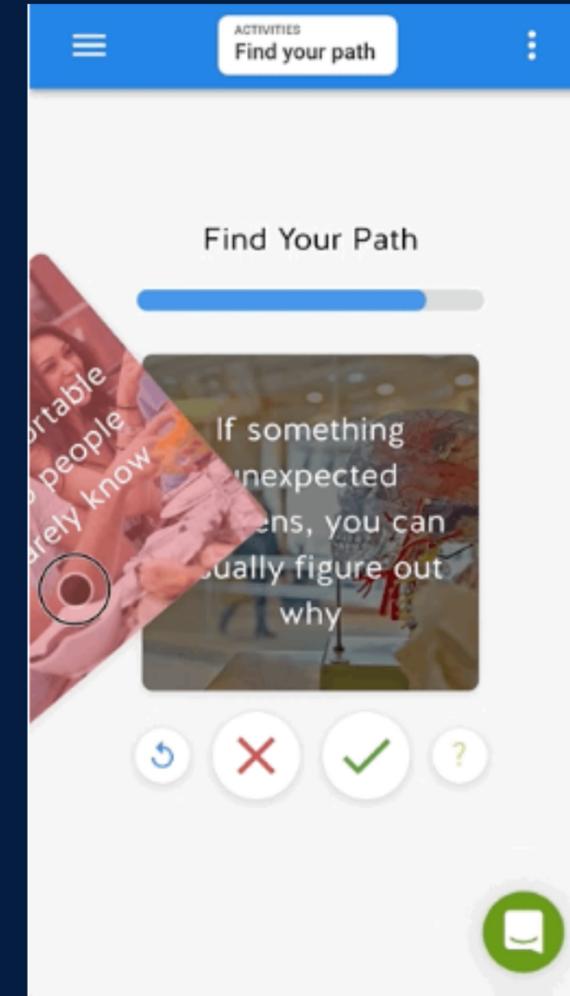
✓ Finish application setup

Logging in:

- Go to: app.schoollinks.com
- "Log in with Google" - Use your Springboro Student email
- Complete "Find your Path" Assessment



The screenshot shows the SchoolLinks login interface. At the top center is the SchoolLinks logo, a green circle with a white 'S' and a checkmark. Below the logo is the text "Welcome to SchoolLinks". There are two tabs: "Students & Staff" (selected) and "Guardians & Members". The login form includes an "Email" field, a "Password" field, and a blue "Log in" button with a "Forgot password" link below it. To the right of the form are three login options: "Log in with Clever", "Log in with ClassLink", and "Log in with Google". A red arrow points from the "Log in with Google" button towards the right. At the bottom, there are three links: "Claim account" (For student or staff), "Sign up as a guardian" (Student claim code required), and "Sign up as a member" (If not part of a SchoolLinks district).



College Exploration *2, 4-yr colleges & trade programs

The screenshot displays a college search application interface. At the top, there is a navigation bar with a search bar, user profile (Robert Mayoka), and utility icons. Below the search bar, filters are applied for 'School Type' (3), 'Campus', 'Admissions', 'VR', 'Degree Type', 'Sports', and 'Graduation Rate'. Specific filters include 'Florida', 'Public', 'Private', and 'Non-Degree (Certificate Programs)'. The main content area shows '84 Schools' with a grid of school cards. Each card features a school logo, a graduation rate, and basic information. A map of Florida on the right side shows location markers with numbers 2, 4, and 5. A 'Back to Top' button is visible at the bottom of the grid.

School Name	Location	Type	Graduation Rate
University of Florida	Gainesville, FL	Public	86.8%
University of Miami	Coral Gables, FL	Private	81.6%
Everest University-Tampa	Tampa, FL	Private	58.1%
Santa Fe College			56.4%
University of North Florida			54.3%
The Baptist College of Florida			52.0%

Recommendation tracker
0 Fulfilled 0 Pending 0 Declined
View all requests

FAFSA ? NOT FILED
Update Status

common app ? CONNECTED
Log in →
Unlink account

Application setup COMPLETE

Personal details
Fee waiver eligibility
FERPA waiver

0 Incomplete Add an application to request transcripts and counselor docs.	0 Completed & pending Complete the student checklist to mark an application completed.	0 Accepted Add a result to a mark a completed application as accepted.
0 Will not complete	0 Withdrawn	0 Denied



Link your Common App account!

Once linked, the two accounts will talk back and forth





School search

Favorites & lists

Admission stats

Final list

College applications

Enrollment decision

Board List

Search for an application by name

14 Comments

+ Add application

Final list schools

School Search

Favorites and Lists

SAT/ACT Study Prep

Final List

Admission Stats

College Applications

Enrollment Decision

34 Incomplete

Edit an application below to request recommendations or update checklist.

Abilene Christian University

Regular Decision | Feb 1

1/3

Act Six

Regular Decision

0/0 0/1

Arizona State University-Tempe

Rolling

0/1

California State University-Fullerton

Deadline passed!

0/2

Colorado School of Mines

2 Will not complete

4 Completed & pending

Select a completed application below to update results or track documents.

1 Awaiting

Texas State University

1 Deferred

Elmhurst University

2 Waitlisted

Arizona State University-Polytechnic

Argosy University-Sarasota

9 Withdrawn

7 Denied

10 Accepted

Be sure to upload award letters and add an enrollment decision.

Canadian Mennonite University

[Upload award letter](#)

Columbia Southern University

Concordia University-Chicago

[Upload award letter](#)

Georgetown University

[Upload award letter](#)

Northeastern University

[Upload award letter](#)

Northwestern University



Application

[Online Application >](#)

Application Methods

Common App

Application Deadlines

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Early Action II **December 1st, 2023**

Early Decision **November 1st, 2023**

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Application Fee

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CEEB Code ⓘ

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How to Add a College Application and its Requirements to Submission Tracker:

<https://support.schoolinks.com/en/articles/4513204-student-how-to-add-a-college-application-and-its-requirements-to-submission-tracker>

Teacher Recommendations

1. Ask teacher in person
2. Add request through SchooLinks
3. SchooLinks will send email notification to teacher
4. Allow at least two weeks for completion and provide specific deadline information
5. Follow up with thank you note

Click on the school you want the recommendation sent to and "Request Teacher Evaluation >> Search and Add Teacher"

Application status: In Progress Comment

Method	Type	Deadline
Common App	Regular Decision	Feb 01

TEACHER EVALUATIONS

Remember to update your student profile and communicate with your teachers before adding them as a recommender on SchoolLinks.

1 Optional

...

Request Teacher Evaluation

COUNSELOR DOCUMENTS

All required documents automatically requested from your school.

- School Report Added 08/18/2024
- Counselor Recommendation Not needed
- Mid Year Report Not needed

Assign a teacher to complete a teacher evaluation for Miami University-Oxford. They will receive an invitation to fulfill your request on SchoolLinks.

Counselor recommendations are **automatically requested** if required by the college. View the status of counselor recommendations under "Counselor Documents" on the application detail page. Evaluations from other recommenders (coaches, mentors, employers, etc.) must be requested in [Common App](#).

- Aaron Barker abarker@springboro.org
- Alaina Shewman ashewman@springboro.org
- Alec Otto aotto@springboro.org
- Alex Bruns abruns@springboro.org
- Alicia Manev amanev@springboro.org

Unofficial Transcript Download

The screenshot shows the 'School Record Center' interface in 'Student Demo Mode'. The user is identified as Jennifer Smith. The main navigation menu on the left includes: HOME, SCHOOL, ACTIVITIES, COLLEGES, CAREERS, FINANCES, and PROGRAMS. The 'SCHOOL' menu is expanded, showing options: Scores and Performance, Course Planner, Personalized Plan, Record Requests, Experience Tracking, and Ohio Graduation Requirements. A red arrow points to 'Record Requests'. The 'Record Requests' page is active, showing 'Your transcript' (Last updated 08/18/23 | Final Transcript). Two main options are available: 'Download unofficial transcript' (with a red arrow pointing to it) and 'Send official transcript'. A note below these options states: 'Send transcripts for college apps in the College Applications Manager, not here!'. Below the options is a table with columns: Transcript destination, Note, Delivery method, Doc ID, and Date requested.

Click "School" >> "Record Requests" >> "Download unofficial transcript"

College Visits

- Juniors and Seniors are permitted 3 excused college visit days.
- Schedule visit online with college...then reserve day with guidance office.
- Complete College Visit Form - must be picked up in Guidance Office
- Return completed form to Mrs. Fenlon, prior to the visit date

Questions?