

McKinney Boyd High School Senior College Application Process

1. Apply to College – Most open on August 1
2. Pay Application Fee
3. Add Colleges to Naviance
4. Complete CommonApp account matching in Naviance (for CommonApp only)
5. Request Transcript
6. Send ACT/SAT scores to college
7. Request Recommendation Letters
8. Apply for FAFSA/TASFA and CSS Profile
9. Apply for Scholarships

① Apply to College – Apply early!

- ✓ Use the application method listed on the schools website (i.e. ApplyTexas, CommonApp, Coalition App, the college's own application) Most applications open on August 1.

② Pay Application Fee

- ✓ Pay the Application Fee
- ✓ If you are on Free and Reduced Lunch please see Mrs. Ferraro in A105 for how you can waive the fee

③ Add Colleges to Naviance

- ✓ Log in to Naviance – you can sign in with your SSO
- ✓ Click on the “Colleges” tab
- ✓ Click on “Colleges I’m Applying to”
- ✓ Add the colleges you are applying to on this page. Be sure to indicate “How you are applying” for each school.
 - If you are applying via ApplyTexas, Coalition App or directly to the college choose “Direct to the institution”

④ CommonApp Account Matching

- ✓ Create your CommonApp account
- ✓ Complete the personal information and education sections of the CommonApp
- ✓ Add the schools to which you are applying via the CommonApp
- ✓ Sign your **FERPA** in the CommonApp
- ✓ Log in to your Naviance account
- ✓ Click on the “Colleges” tab
- ✓ Click on “Colleges I’m Applying to”
- ✓ Click on the pink/red bar across the top and enter in your email address
- ✓ You are now matched to the CommonApp

****If you do not follow this step, CommonApp will not allow us to submit your transcript or letters of recommendation****

⑤ Requesting Official Transcripts

- ✓ Request a transcript to the colleges you have applied to (do not request until you have actually applied)
- ✓ Log in to your Naviance account
- ✓ Click on “Colleges” tab
- ✓ Click on “Colleges I’m applying to”
- ✓ Click on “Request Transcripts”
- ✓ Select the schools you need a transcript from
- ✓ Scroll down and click “Request Transcripts”

⑥ Sending ACT/SAT Test Scores

- ✓ ACT and SAT test scores must be sent to colleges directly from the testing company. These do not print on your McKinney ISD transcript.
 - ACT: www.actstudent.org
 - SAT: sat.collegeboard.org

⑦ Request Recommendation Letters – 3 weeks in advance!

Most CommonApp and Coalition applications require a counselor letter. For other application types you will need to read the admission requirements carefully. Be sure to send only what your college is requesting. Sending in more letters than allowed does not help in the application process. Colleges will disregard any letters that exceed the maximum number that they require.

- ✓ Counselor Recommendations—
 - Log in to Naviance
 - Go to the document library
 - Download the Counselor Recommendation Checklist
 - Complete the steps on the checklist and turn it in to your counselor
 - Or you can pick up a paper copy in the counseling center
- ✓ Teacher Recommendations—
 - Ask your teacher in person or via email if they will write you a letter of rec
 - Click on the “Colleges” tab in Naviance
 - Click on “Letters of Recommendation”
 - Click “Add request” and follow the prompts
 - If your letter needs to be mailed provide your teacher with that information

Pay attention to deadlines !!! Let us know if you need help with anything!

⑧ Apply for the FAFSA/TASFA and CSS Profile ; (opens on October 1) Maybe December for 2024

FAFSA (includes grants, loans and work-study) – www.fafsa.gov

TASFA (if you are a Texas resident but not a US citizen) www.collegeforalltexas.org

CSS Profile (mostly for schools on the common app). www.collegeboard.org

⑨ Apply for Scholarships

The freshmen scholarships at the colleges you are applying to should be your priority. Make sure that you do not miss any priority deadlines. Freshmen scholarships can be found at each school’s website.

The McKinney Education Foundation scholarship will open on November 3, 2023. This online application will be available at www.mckinneyef.org. **Every senior** in the district is eligible to receive a scholarship.

It is every senior’s goal to apply to 1-2 scholarships a week or 50 scholarships during their senior year. The most updated list of outside scholarships can be found in Naviance.

Please keep school breaks in mind, as our offices are closed during these times. Emails will not be returned, transcripts will not be sent, and letters will not be written while school is closed for breaks.

ASAP is not a deadline. Please pay attention to your deadlines and allow at least 2-3 weeks for processing.

Good luck, Seniors! We're here to help!

