

FREQUENTLY ASKED COMMON APPLICATION QUESTIONS

How do I get started?

Go to www.commonapp.org and create an account. The part of your application that gets sent to all colleges can be found in the “Common App” tab.

How do I link the Common App to Naviance?

Please see the “[Matching Naviance & the Common Application](#)” handout for detailed instructions and more information.

What should I enter for GPA and rank?

Since Beacon doesn’t calculate GPA or rank, you should leave the whole “grades” section except for class size (see below) blank.

What is my class size?

380.

What scheduling system does Beacon use?

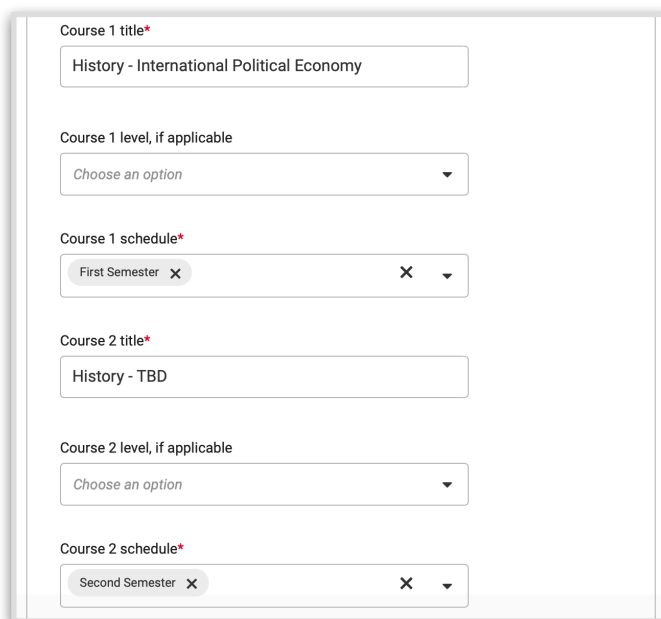
Semester.

What do I enter for my “current year courses”?

Once you have your schedule, enter the name of your course. Classes with “advanced” in the title (i.e. Advanced Immunology) should be designated as “Advanced”, and any AP courses designated as “Advanced Placement”. College Now courses are considered “dual enrollment”. Otherwise, course level can be left blank, or designated as “Regular/Standard”.

What should I write for my English and History classes?

Your English and History classes are one-semester electives, so you probably don’t yet know what you’ll be taking second semester. You should enter each semester’s English and History classes separately, and indicate “English” or “History” before the title of the class. You should enter “English TBD” and “History TBD” for your second semester courses (see corresponding image for example).



The image shows a screenshot of a web form for entering course information. It is organized into two main sections, one for Course 1 and one for Course 2. Each section contains a text input field for the course title, a dropdown menu for the course level, and a dropdown menu for the course schedule. Course 1 is filled out with 'History - International Political Economy', 'Choose an option', and 'First Semester'. Course 2 is filled out with 'History - TBD', 'Choose an option', and 'Second Semester'. The form uses a clean, modern design with light gray borders and a white background.

Course	Course title*	Course level, if applicable	Course schedule*
1	History - International Political Economy	Choose an option	First Semester
2	History - TBD	Choose an option	Second Semester

How do I indicate that I'm currently a Teaching Assistant?

You can list TA positions during senior year in the "Current / Most Recent Year Courses" list. If you'd like to explain your position in more detail, or if you served as a TA prior to senior year, you can include it as one of your ten activities in the Activity List section.

How do I activate Common App fee waivers?

If you believe you qualify for application fee waivers, you can read more about the specific qualifications and/or activate the waivers under the Profile section of the Common App, under "Common App Fee Waiver". You will be prompted to enter some information and authorize the waiver with your signature.

What do I enter for the number of honors I have earned?

Beacon does not offer honors except for community service, but you should enter any honors you have received outside of school.

What is the additional information section used for?

This is where you would write about any special circumstances not previously mentioned in your application. Some examples are: expanding on a learning disability, situations that impacted your grades, or if you have a link to your website or blog. Most people leave this section blank.

How do I add my colleges to the Common App?

Click on "College Search". Search for the college and add it. It will now show up under "My Colleges."

What is a supplement and where do I complete it?

Each college has their own questions and possibly an essay. Once you have added a school, you can click on "my colleges" to view and/or complete your supplements.

How can I send my resume?

If a college wants to see your resume, they will specifically ask for in their supplemental prompts. Otherwise, there is no specific place to upload it to the Common Application itself. If everything from your resume fits in the Activities section, we do not recommend you send a resume.

What is my graduation date?

For now, please use June 2024.

What about all of the offline forms?

You do not need to provide the College Office with any forms. They will be sent electronically through Naviance.

What if a college I want to apply to is not on the Common App?

You must go to the individual college's website and follow the steps to access their application. They may have a proprietary application (McGill, for example) or accept another form of online application (like the Coalition, UC, or CBCA Application). Even if your school does not accept the Common App, your College Office materials will still be sent electronically.

What if a college accepts multiple types of applications?

If a college accepts the Common Application, you should use that to apply.

Should I self-report my standardized testing scores?

If you plan on applying to any schools that do not require test scores and you do not plan to share your scores with them, we advise you not to self report. Even if you choose to self-report scores on your Common Application, you may also be required by the school to send official score reports through your College Board or ACT account. It typically takes 4-6 weeks for scores to be delivered this way, so please leave ample time.

Should I add my recommenders to the Common Application?

DO NOT add any Beacon recommenders to the Common App. All recommendations are handled through Naviance - adding Beacon recommenders to the Common App will result in complications later.

What should I do if I'm requesting an outside recommendation?

If all of your schools accept the Common App, you can add that recommender as an "Other Recommender" on the Common App for each college. If you're submitting applications through other means (Coalition, CBCA, CUNY, etc.), you may want to have that recommendation emailed to your College Counselor **no later than October 1st** so that it can be sent everywhere.

Can I submit my Common Application if my teacher recommendations have not yet been submitted?

Yes. Each component of your application gets sent separately. Please keep in mind that your recommenders have until your earliest deadline to submit their materials on your behalf. Teachers will know these deadlines based on the information you've included on Naviance.

Is there a benefit to submitting my Common Application before we return to school?

We recommend waiting until you receive more information on application procedures once school resumes to submit anything, as information can sometimes change. Once you've submitted, you won't be able to edit that school's application.

The Common App allows me to 'invite an advisor' to view my Common Application. How should this function be used?

You should only utilize this function if there is an outside person who you would like to be able to view your Common Application (this is not your Beacon advisor or your College Counselor).