

Quakertown SHS - College Application Process Sheet

- You must fill out a sheet for **EACH** University/College/Scholarship to which you apply.
- It may take up to 10 days to process your request.
- No transcript can be processed without submitting this form to the Counseling Office.
- Please deliver this form by hand to Mrs. Devlin (A-Mi) or Mrs. Taylor (Mo-Z) in the Counseling office.

Student Name _____

College/University _____

Major _____

Application Deadline _____

Online or Paper Application



- I have submitted my application.
- I have logged my transcript request in my Naviance Family Connection Account

I am applying to the college using the following option:

- Regular Decision
- Early Action
- Early Decision (*must see counselor first*)

I am requesting unofficial test scores:

- No scores needed
- ACTs
- SATs
- AP

I am requesting a counselor recommendation:

- No counselor recommendation needed
- I have completed my brag sheet/resume
- I have spoken to my counselor

Teacher recommendation letters:

- No teacher recommendation needed
- I have requested a teacher recommendation and have spoken to the teacher(s) listed below:

Teacher #1 _____

Teacher #2 _____

For office use only:

_____ Initials of receiver _____ Date

_____ Transcript submitted

Common Application



- I have submitted my application.
- I have logged my transcript request in my Naviance Family Connection Account
- I have completed the FERPA waiver on my Common App account
- I have matched my Common App to my Naviance Account

I am applying to the college using the following option:

- Regular Decision
- Early Action
- Early Decision (*must see counselor first*)

I am requesting unofficial test scores:

- No scores needed
- ACTs
- SATs
- AP

I am requesting a counselor recommendation:

- No counselor recommendation needed
- I have completed my brag sheet/resume
- I have spoken to my counselor

Teacher recommendation letters:

- No teacher recommendation needed
- I have requested a teacher recommendation and have spoken to the teacher(s) listed below:

Teacher #1 _____

Teacher #2 _____