Streamwood High School

Adding College Applications to Schoolinks

ALL college you are applying to must be entered in Schoolinks

1

APPLICATION SET-UP (FIRST-TIME ONLY)
Log-in to Schoolinks
- Click on "Colleges" > "College Applications"

Complete Personal Details
- Enter your home address and the email address you are using for applications

Complete Fee Waiver Eligibility:
- If you qualify for an application fee waiver, indicate so here. Otherwise, check "none of the above apply."

Complete Schoolinks FERPA Waiver:
- We highly recommend that you waive your rights

ADD COMMON APP COLLEGES

ADD SCHOOL-SPECIFIC APPLICATIONS

2

CONNECT YOUR ACCOUNTS
- Follow this guide on how to connect your common app to Schoolinks

ADD APPLICATIONS
- Click the blue ADD APPLICATION button in the upper right hand corner

3

ENSURE YOUR COLLEGES ARE IN SCHOOLINKS
- Once you connected your accounts, all the colleges listed in your Common App will be added into Schoolinks

SELECT COLLEGES IN SCHOOLINKS
- Search a college's name and select it
- Click "add application"

4

PROVIDE APP DETAILS IN SCHOOLINKS
- Click the pencil to edit an application
- If the deadline is missing, click the edit pencil and click "Finish Application Set up (via Common App) to ensure your deadlines are accurate

PROVIDE APP DETAILS IN SCHOOLINKS
- Indicate application method: School-Specific
- Indicate application type: Early Action, Regular Decision etc.
- Click save application

5
ONLY IF REQUIRED

REQUEST TEACHER REC
- First speak with your teacher in person to make the request
- Click add recommender and search and select the teachers name to add the request

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6

VERIFY TRANSCRIPT REQUEST
- Under "Counselor Documents" ensure there is a "School Report" request. This report will include your official transcript. No further action is required.

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