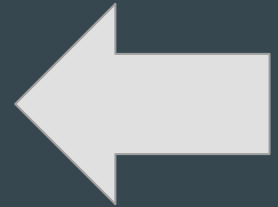# Scoir: A Student "How To" Guide
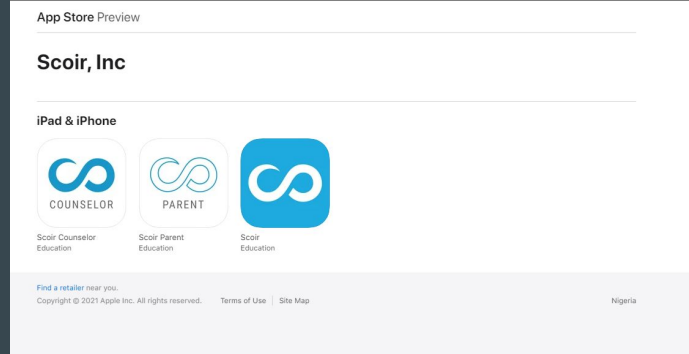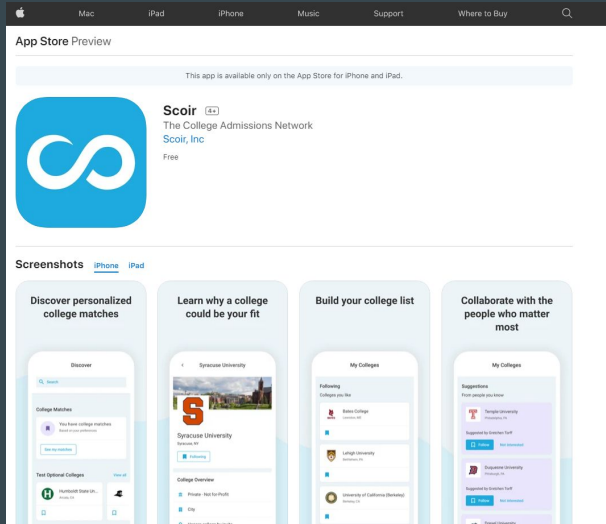
START HERE!

Student Overview
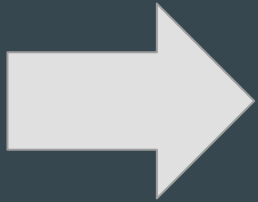
SCOIR

Be sure to click the link above and watch the video **BEFORE** meeting with your school counselor.

[Getting Started Guide](#)

DOWNLOAD THE SCOIR APP

SENIOR CHECKLIST

https://app.scoir.com/signin

If you don't have an account, make sure you let your school counselor know.

Senior
Scoir Checklist

Scoir is a College Search and Discovery Platform that will help you find colleges that interest you and manage the application process. There's something to do in Scoir each year of high school.

☐ Take the Find Your College Match Quiz to finalize your College Preferences

☐ Identify a shortlist of 8+ colleges

☐ Complete your Scoir profile (finalize your personal bio and expand your activities and achievements)

☐ Add your GPA and test scores to your Scoir Profile, if your school's settings allow

☐ Explore College Sessions and take virtual campus tours through the YouVisit experience

☐ Download the Scoir Student Mobile App

Be sure to turn on push notifications to stay in-the-know!

☐ Begin your application with Scoir

☐ Request letters of recommendation

☐ Within My Colleges, move colleges from Following to Applying and Applied

☐ Sign your FERPA Release/Waiver and request fee waivers

☐ If applying Early Decision, start an Early Decision Contract

☐ Record outcomes and your post-graduation plans

☐ Continue exploring careers and searching for colleges based on career interests and related majors

☐ Celebrate! You did it!

SCOIR

ALL THINGS SCOIR

If you haven't already done so, use SCOIR to research colleges and create a list of

Reach Colleges
Target Colleges
Safety Schools

Compare GPA and standardized test scores to actual historical data from MHS students who have applied in the past.

COLLEGE PROFILE IN SCOIR

SCOIR CONNECTED COLLEGE

Take a look at the schools that accept SCOIR as you are researching colleges. This will help you and your counselor determine how documents are sent.

https://www.scoir.com/connected-colleges

All Things FERPA

What is the difference between the FERPA Release and FERPA Waiver?

Both **FERPA Release** and **FERPA Waiver** provide clarity with regards to the disclosure of personally identifiable information contained in education records and protect the confidentiality of information provided during the college application process.

The **FERPA Release** applies to the high school and should be collected and maintained by the high school. The high school sets this on their end in Scoir.

The **FERPA Waiver** applies to colleges and should be forwarded to colleges along with other application-related documents.

HOW DO I SIGN MY FERPA RELEASE AND WAIVER?

Review and sign your FERPA Release Authorization and Waiver of Rights forms by clicking the **Review and Sign** links beneath each form from the My Profile page.

RECOMMENDATION LETTERS

Sign off on your FERPA waiver in **both** Scoir **and** the Common App. Many of your teachers will **NOT** write letters of recommendation if this step has not been completed in Scoir.

Make sure to ask for your letters of recommendation in person from your teachers before adding the formal request into Scoir.

Visit Scoir's Support Section on Letters of Recommendation

Any outside recommender must be requested through the Common App's "Additional Recommenders" section. Only letters from current or past staff of Metuchen High School will be added to Scoir.

FERPA and EARLY DECISION AGREEMENT

FERPA AND EARLY DECISION AGREEMENTS MUST BE COMPLETED IN BOTH SCOIR AND THE COMMON APPLICATION.

Not all students will be applying ED and that is okay! However, if you are, you MUST follow the above step.

ALL STUDENTS sign off on their FERPA waivers so everyone needs to complete in SCOIR and The Common Application.

EARLY DECISION

Make sure to discuss early decision with your school counselor!

Early Decision Signature Request

"**Early Decision (ED) is the application process in which students make a commitment to a first-choice institution where, if admitted, they definitely will enroll.** While pursuing admission under an Early Decision plan, a student may apply to other institutions, but may have only one Early Decision application pending at any time. Should a student who applies for financial aid not be offered an award that makes attendance possible, the student may decline the offer of admission and be released from the Early Decision commitment. The institution must notify the applicant of the decision within a reasonable and clearly stated period of time after the Early Decision deadline. Usually, a nonrefundable deposit must be made well in advance of May 1. The institution will respond to an application for financial aid at or near the time of an offer of admission. Institutions with Early Decision plans may restrict students from applying to other early plans. Institutions will clearly articulate their specific policies in their Early Decision agreement."

If you are accepted under an Early Decision plan, **you must promptly withdraw the applications submitted to other colleges and universities and make no additional applications to any other university in any country.** If you are an Early Decision candidate and are seeking financial aid, you need not withdraw other applications until you have received notification about financial aid from the admitting Early Decision institution.

I understand that, when I click the "Sign" button below, I will be affixing my digital signature to this document and that my digital signature is the legal equivalent of my handwritten signature.

☑ As the parent/legal guardian, I will ensure that the applicant abides by the Early Decision commitment outlined above.

Sign

ADDING COLLEGE TO APPLYING COLUMN

1: Click My Colleges
2: Click "Add College" under applying Column
3: Add school (see next slide for more details)

APPLYING COLUMN CONTINUED...

How are you applying?

Application Method

Scoir   Common App   College Website   Other

Make sure to choose how you're applying!

First Year Deadlines

Early Decision November 1   Early Decision II January 1   Regular Decision January 1

Discuss each application type with your school counselor.

Cancel   Save

How are you applying?

Application Method

Scoir   Common App   College Website   Other

Common ID

Make sure to enter your Common App ID: Located at the top right of your Common App Home Screen

First Year Deadlines

Early Decision November 1   Early Decision II January 1   Regular Decision January 1

Early Decision Agreement required

Submitting an application for Early Decision requires you to sign an agreement acknowledging your commitment to enroll at this college, if admitted. You will need to add or select one parent/guardian, who will also be required to sign this acknowledgement. Please note this college might refuse to consider your application if it does not receive a fully completed Early Decision Agreement prior to the application due date.

SAT/ACT Reporting

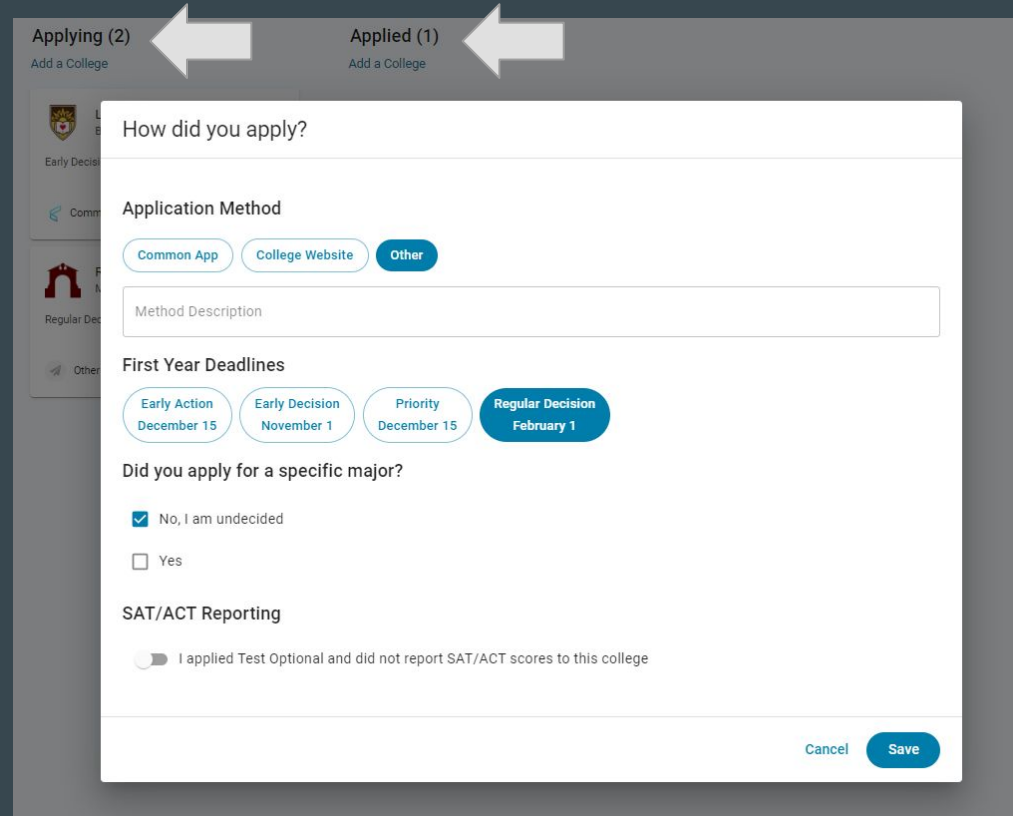I intend to apply Test Optional and will not be reporting SAT/ACT scores to this college

Cancel   Save

NOW WHAT, I'VE APPLIED?

- Once you have submitted your application to a college or university, you must move that college from the "**Applying**" tab to "**Applied**."
- Make sure to state **how** you applied (Common App, Website, etc.).
- Was it EA, ED, RD?
- Enter your major if you applied for a specific one.
- Say whether or not you are applying Test optional.

SAVE, SAVE, SAVE!