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Choose from a College in Your List

Select the school that needs a transcript by clicking the pencil icon next to the school either under Incomplete or Completed & pending.

1



To Add A College From Your Favorites/List

If it's a new application for a school in your favorites list, click on "**Add application from list**" in the top-left. Fill in the details of the type of application, and click Save Application.



To Add A College Not in Your List

If your college is not in your list, click on "Add application" in the top-right. Fill in the details of the type of application, and click Save Application.

ONCE AN APPLICATION IS ADDED, THE TRANSCRIPT REQUEST IS AUTOMATICALLY SENT TO CEHS RECORDS TO FULFILL.

CHECKING THE STATUS ...

Select the application to visit the application details page. You will notice that any required documents from counselors (like initial and midyear transcripts) are automatically requested. Status of your requested documents can be viewed here.

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|--|---|---|--------------------|---|--|--|---------------------|
| | Method Coalition | Type Regular Decision | Deadline Jan 01 | Destination In Networ | | | |
| STUDENT CHEDKLIST Submit Application Test Scores | | TEADER RECOMMENDATIONS 2 Regards [1 Optional Instructioned from college: Allo two trachers in gifferent academic form: If you will be adamt additional littlers of recommendations parts and a loss after you additional littlers of recommendations parts and a loss after you additional littlers of recommendations parts and a loss after you additional littlers of recommendations processing the second second second second second second memory and the second second second second second second memory additional second second second second second second memory additional second second second second second second second memory additional second second second second second second second second memory additional second | | ferent academic her Evaluation commendation, your application & to send to your | COUNCELOR DOCUMENTS Where researched what documents are required and automa- requested them from your owneeks. Initial Transcorpt. © Full-field actionation by the James > Stem Jates | | l and automatically |
| Here and set redritement | | Add Recommender Required Katie Smith Reported 64/26/2021 by Disabeth Na | | Required Q | Mid Year Transcript Control of Author 64x22x2021 by Sen James Distribution Control of Request Counselor Document | | ent |