# Common Application Tips

**Before Starting the Common Application:**

- For SUNY schools:
    - Consider using the **SUNY application.** It is shorter, easier, and the application fee can be waived for up to seven schools if you are graduating from MCC.
    - Check to see if supplemental applications are required (for example, SUNY Albany requires one for admission and The College at Brockport requires an additional application for Social Work majors.)
- For private and out-of-state schools:
    - Decide whether you want to use the school's individual application on their website or the **Common Application.**
- Make sure to check deadline dates for both admission and financial aid applications!

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**Checklist for the Common Application**

- ☐ Transfer Common Application **(www.commonapp.org)**
- ☐ College-specific questions and writing supplement
- ☐ Academic Evaluations (letters of recommendation)
- ☐ Official college transcripts from ALL colleges attended
- ☐ Official secondary (high school) transcripts
- ☐ AP scores, if taken
- ☐ College Report – print out and take to the MCC Registration and Records Office
- ☐ Mid-Term Grade Report – print out and take form to each professor to complete (you will copy and mail the form directly to the college)
- ☐ Standardized test scores, if taken (SAT and/or ACT)
- ☐ Application fee or fee waiver
- ☐ Additional items required by the specific college: interviews, portfolio, etc.

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**Checklist for Financial Aid**

- ☐ FAFSA
- ☐ College Specific Financial Aid Application
- ☐ CSS PROFILE – found on College Board website (required by some private colleges)
- ☐ IDOC – found on College Board website (required by some private colleges)
- ☐ Parent federal income tax returns and W2s (or non-filing statement)
- ☐ Student federal income tax return and W2s (or non-filing statement)
- ☐ College specific documents (for example: Noncustodial Parent Profile)
- ☐ Documentation of permanent residency (if applicable)

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