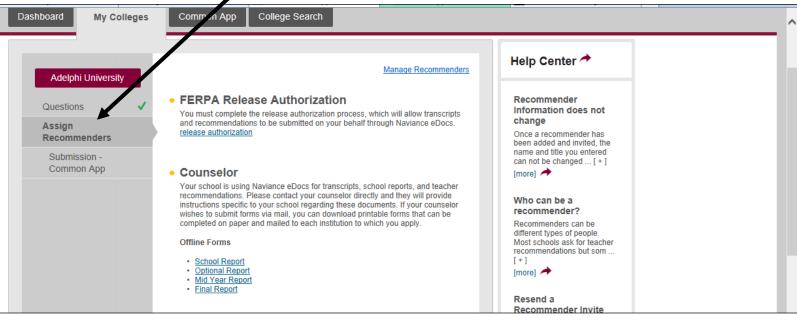
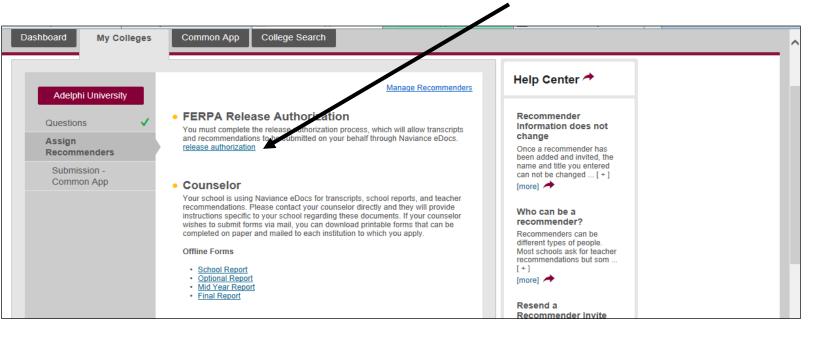
## **FERPA Release on Common App:**

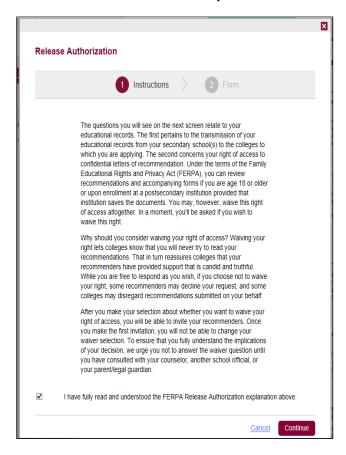
- In order for us to send your academic records to colleges AND in order for your teachers to submit their recommendations electronically you must sign up for an account with Common App (www.commonapp.org). Upon doing so, add the college you are applying to and complete the following steps to sign the FERPA Waiver:
  - 1. Select the college you are applying to on the "My Colleges" tab and select "Assign Recommenders":
  - 2. Under FERPA Release Authorization click the link: "release authorization":

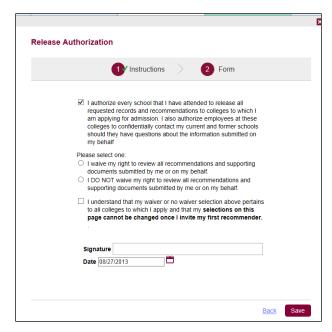


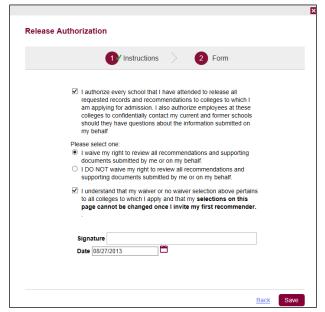


3. Follow the instructions to "release authorization". (We encourage students to "waive" their right to

review the materials):







4. Upon completion there will be a green check mark next to FERPA Release. You can now inform your counselor that you have signed your agreement and move forward with requesting transcripts to be sent to colleges you are applying to.

