www.acalltocollege.org
Newark High School
314 Granville Street
Newark, OH 43055
740.670.7424 info@acalltocollege.org

Common App and SchooLinks 101

Common App Recommendation

Completing the Common App can be a tedious and time intensive exercise. It is recommended that it ONLY be completed if your college of interest REQUIRES it. In order to minimize pitfalls with the Common App and unless it is required, it is recommended that you apply to colleges directly through their college admissions websites. Of the top 20 colleges NCS grads attend, the following **five** require the Common App for admissions consideration: The Ohio State University – Columbus (not Newark), Denison University, Miami University, Otterbein University, and the University of Cincinnati. Always confirm your college of interest's requirements before proceeding.

Common App Essay Prompts for 2026-2027

Note: While these prompts are specific to the Common App, they are also very common prompts used for other college admissions and scholarship applications as well.

1) Some students have a background, identity, interest, or talent that is so meaningful they believe their application would be incomplete without it. If this sounds like you, then please share your story.
2) The lessons we take from obstacles we encounter can be fundamental to later success. Recount a time when you faced a challenge, setback, or failure. How did it affect you, and what did you learn from the experience?
3) Reflect on a time when you questioned or challenged a belief or idea. What prompted your thinking? What was the outcome?
4) Reflect on something that someone has done for you that has made you happy or thankful in a surprising way. How has this gratitude affected or motivated you?
5) Discuss an accomplishment, event, or realization that sparked a period of personal growth and a new understanding of yourself or others.
6) Describe a topic, idea, or concept you find so engaging that it makes you lose all track of time. Why does it captivate you? What or who do you turn to when you want to learn more?
7) Share an essay on any topic of your choice. It can be one you've already written, one that responds to a different prompt, or one of your own design.

Pasting an Essay into the Common App

Because Common App doesn't deal well with special characters like quotations marks, pasting an essay directly from Word can create errors. If you try that, you will likely find the word count on Common App isn't correct and some words or punctuation may be missing. Here is the solution:

1) Open TextEdit (for Mac - search for it in the top right spotlight bar) or Notepad (PC), and paste your essay into it. Issues with special characters will be fixed.
2) Copy and Paste your essay from TextEdit or Notepad into the Common App.
3) The word count should now be correct and match the word count listed on your Word document. Proofread your essay within the Common App to be certain it is perfect.
4) You won't get a green checkmark if your essay is shorter than 250 or longer than 650 words.

Use of the "Additional Information" Section

If you finish your application and discover something important has not been included somewhere in the application, you can use the "Additional Information" section to provide details. Don't repeat information covered elsewhere. If needed, you can add up to 300 words. Paste the essay as explained above.

High School Information

Newark High School	CEEB Code: 363-635	Ranking Weighting: Weighted
314 Granville St.	Graduation Date: 5/29/27	ACT Test Date: February 23, 2027
Newark, OH 43055	Graduating Class Size: 335	GPA Scale: 4.0
(740) 670-7400	Class Ranking System: Exact	GPA Weighting: Weighted

School Counselor Information

Student Last Name:

9th/10th	**A-K**	Scott Koebel	pkoebel@newarkcityschools.org	740-670-7413
9th/10th	**L-Z**	Luke Johnston	lsjohnston@newarkcityschools.org	740-670-7415
11th/12th	**A-K**	Molly Stayer	mstayer@newarkcityschools.org	740-670-7414
11th/12th	**L-Z**	Michelle Lott	mlott@newarkcityschools.org	740-670-7412

Matching Your Common App and SchooLinks Accounts

Before you can make full use of Common App in SchooLinks, be sure the tasks below have been completed in your Common App account:

1. **First, go to the Common App: www.commonapp.org**
   1) Log into your Common App account. If you've not created an account, you'll need to do that.
   2) Under the "Common App" tab, complete the entire "education" section so that is has a green checkmark
   3) Go to "My Colleges." If no colleges are listed, go to "College Search" add at least one college to which you'll be applying.
   4) Click one of the colleges and then "assign recommenders."
   5) Click the FERPA Release Authorization, giving permission to send your transcript. Follow the instructions and click these items:
      - I authorize every school that I have attended to release all requested records.
      - I waive my right to review all recommendations and supporting documents. THIS IS HIGHLY RECOMMENDED.
      - I understand that my waiver or no waiver selection above pertains to all colleges.

2. **Second, go to SchooLinks: app.schoolinks.com/login/k12**

   Once a student has completed the initial College Application Manager set up process (in SchooLinks) by adding their personal details, their fee waiver eligibility, and signing the FERPA waiver, students will have access to the College Application Manager dashboard in SchooLinks.

   In the side panel, within the Common App section, students will click the blue CONNECT button. Upon doing so, they will be provided with instructions on how to link an existing Common App account.

   Scroll to the bottom, then select the green "Link Common App Account" button. It will take you to the Common App website, where you will log in with the email and password used to create your Common App account. Once logged in, students will be prompted to check a box saying that they agree for SchooLinks to access certain information from their Common App account. Click "Connect and Continue." After clicking the button, they will receive notification that this account has now been successfully linked with SchooLinks. Any college applications started in Common App will automatically appear within the SchooLinks College Application.

   With your Common App account now connected with SchooLinks, it is important to understand what steps of the application process need to be taken in SchooLinks vs. Common App: Green: complete in SchooLinks, Blue: complete in Common App