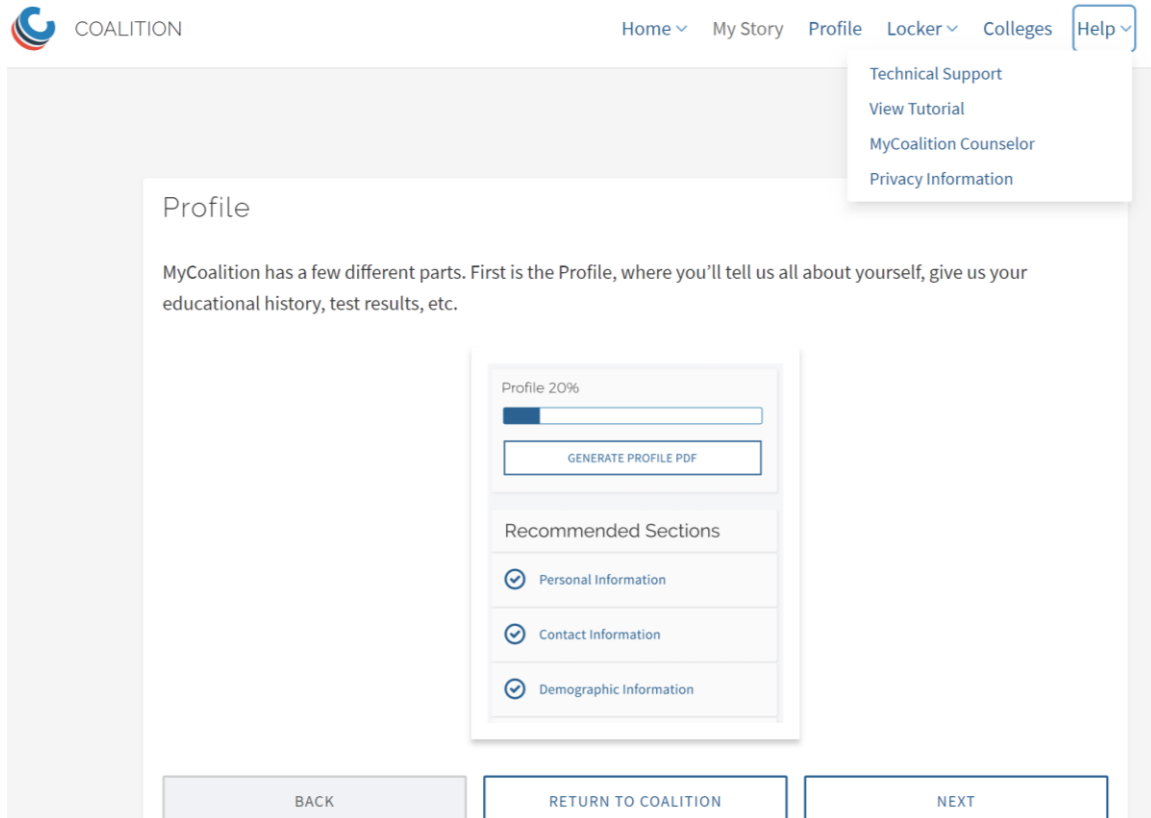
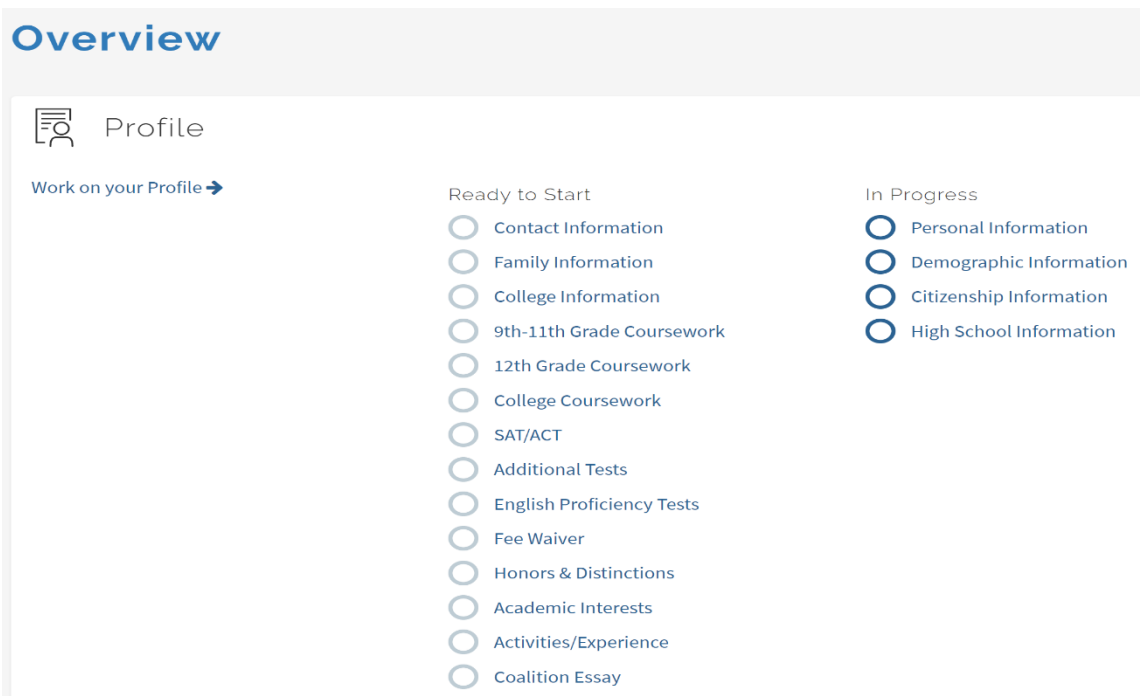


COALITION APPLICATION

1. Create an account. Use an email that you would like colleges to see on your application (ex: babyface143@gmail.com vs. jennsmith@gmail.com which would you like your future college to see when you submit your application?)
2. Once you login, take 30 seconds to view the tutorial Coalition has made. Click Help→View Tutorial



3. Click on HOME→ Overview. Here you will be filling out your profile.



- a. Personal Information, Contact Information, Demographic Information: fill out.
- b. CITIZENSHIP: For Citizenship, if your status is “Other (Non-US)” it will ask you to indicate what citizenship/s you do hold and if you have a valid U.S. Visa, etc. This can make some people feel nervous, but know that colleges are only here to support in continuing your education in the U.S., not to deport/cause you or your family any worry over this question.
- c. FAMILY INFORMATION- Fill out.
- d. HIGH SCHOOL INFORMATION- Add Eastlake High School, classes are scheduled on semesters, grading scale is by letters.
- e. COLLEGE INFORMATION- You will be asked if you have attended college. If you are a running start student or have taken a Dual Credit Course/ CTE course for credit, the answer is YES.
- f. COLLEGE COURSES- Here you will add the courses you have taken. PLEASE NOTE-if you have taken dual enrollment courses/cte for credit courses, you will also need to add that information in the “High School Information Section”

The screenshot shows the Coalition Profile page for the College Coursework section. The page is titled "Profile" and shows a progress bar for "Profile 5%". There is a "GENERATE PROFILE PDF" button and a "Profile check" toggle switch set to "Off". On the left, there is a "Recommended Sections" list with radio buttons for Personal Information, Contact Information, Demographic Information, Citizenship Information, Family Information, and High School Information. The main content area is titled "College Coursework" and includes instructions: "Answer the questions in this section in order to apply to: Case Western Reserve University + 1 other college on your list". It also states "* = Required" and provides instructions on how to add coursework, mentioning the "College Information section" and "High School Information section". At the bottom, there are navigation buttons: "COLLEGE INFORMATION", "SAVED", and "SAT/ACT".

- g. Fill out the SAT/ACT, Additional Tests & Proficiency test sections
- h. Honors & Distinctions: From Coalition: Colleges are interested in this information because it helps them understand the achievements that are especially important to you. These honors and distinctions might include academic honors, sports awards, placing in musical competitions, and/or awards in photography or debate contests.
- i. Add Academic Interests
- j. ACTIVITIES LIST: Do you wish to report? YES!!!! Fill out your activities. Whether it is helping your younger sibling with tutoring to clubs, jobs, etc. It all counts! For some helpful tips on filling out your activities list, visit [HERE](#).
- k. ESSAYS: Here is a great place to SHINE! You are all unique individuals and your colleges want to get to know you better! Brainstorm, write, edit, get feedback and rewrite. A Stanford Admissions Rep once told us: “If you were to lose this essay and one of your friends picked it up and it didn’t have your name on it, they would still know it is yours,

because it is personal and shows who you are". And that is the point of the essay, for colleges to get to know you, to almost feel like you are in the room with them, so be real, be you and be sure to spend time on this! For some great free college essay and supplemental essay tips, visit the college guys' website [HERE](#) for a bunch of freebies!

4. Click on LOCKER→ Official Documents: Here you will request letters of recommendation. For more details on how to request a letter of recommendation from your counselor, click [HERE](#). Please note: keep in mind that colleges have thousands of applications to read, so when you add teacher recommendations, request 1-2 letters of recommendation, preferably with a teacher/s you have a good relationship with and in content areas that match your college interests. For the section that allows you to invite alternate recommenders, if you have an incredible internship/work experience, or are a youth leader at a local organization, or have someone in mind that would offer a very different perspective of who you are, than invite that person. But if you are struggling to think of an additional recommender, you can choose to pass on this part.
5. Click on LOCKER→Files: Here you have the option to upload files of some of the work you have done. This is not mandatory, but a place to post items of work that you find very important to show your passions and interests to colleges.
6. Click on COLLEGE LIST: And begin your applications!
7. Mrs. McGuigan has posted FAQ's on the EHS website, with common questions students ask on all application platforms, detailed information about letters of recommendations, etc. Please review FAQ even if you don't think you have a question as I am sure there will be something you will need to know that she has already answered for you. Please visit the FAQ page [HERE](#).