

Complete a School Report

Last Modified on 11/04/2024 10:43 am EST

1. From the **Postsecondary** menu, select **Common App**.

The screenshot shows the Pathful dashboard with a dark navigation bar. The 'Postsecondary' menu is open, and the 'Common App' option is highlighted with a red box. The dashboard includes sections for 'Welcome, Eden', 'Your Assessments', 'Your Goals', 'Postsecondary Plan', 'School profiles', 'Postsecondary lessons', 'Compare', 'Scholarship search', and a progress indicator for 'Start Completing Your Plan!'.

2. Select **Form Statuses** next to the student's name.

The screenshot shows the 'Common App' page with a navigation bar and a table of assigned applicants. The 'Form statuses' button for August Raines is highlighted with a red box. The table has columns for Applicant Name, Email, Deadlines, and Actions.

Applicant Name	Email	Deadlines	Actions
August Raines	august.raines@pathful.com	11/1/2024	Form statuses
Brooklyn Martin		11/1/2024	Form statuses

3. Select **School Report**.

← COMMON APP DASHBOARD

Applicant Details

Name: Brooklyn Martin
 Username: SusanStudent12
 FERPA Waiver Status: Not Waived

Applicant Schools

College Name	Deadline	Deadline Type	Student Submitted
Duke University	1/4/2025	Regular Decision	✓
Vanderbilt University	11/1/2024	Early Decision	✗

Form Status

Unsubmitted Forms:

School Report

Counselor Recommendation

ED Agreement

Fee Waiver

Select a form from the tabs on the left to get started.

- Complete the Report.
- Select **Submit**.

Form Status

Unsubmitted Forms:

School Report

Counselor Recommendation

ED Agreement

Fee Waiver

Class Rank

How do you report class rank? (required)

GPA

Do you report GPA (Grade Point Average)? *

- Yes
 No

Curriculum

In comparison with other college preparatory students at your school, the applicant's course selection is... (required)

Is the applicant an IB Diploma Candidate? (required)

Is the applicant an Advanced Cambridge (AICE) Diploma Candidate? (required)

Is the applicant an AP Capstone Diploma candidate? (required)

Transcripts

Please indicate the number of official transcripts you can provide for the applicant. (required)

Current or most recent transcript *
 No file chosen

Are current courses listed on the transcript? (required)

Are college entrance examination scores included with or visible on the transcript? (required)

Please indicate the most recent grades included on the transcript accompanying this form. (required)

I affirm that I have uploaded a transcript or other document listing coursework and available grades/marks to this report. I understand that failure to do so (by, for example, uploading a blank document or uploading a document promising to mail the transcript at a later time) will result in my Common App Online account being closed.

I recommend this student. (required)

Please ensure ALL REQUIRED FIELDS are filled out before submitting.

Submit

- If you need to change the School Report, you can **Unsubmit** it and make changes as needed. You can also generate additional reports.