WHY USE THE COMMON APPLICATION?
For more than 25 years the Common Application has been a time-saving advantage for students and counselors. The colleges and universities listed above have worked together to develop and distribute the forms. Many of the colleges use the Common Application exclusively. All members fully support its use, and all give equal consideration to the Common Application and the College's own application.

HOW IT WORKS
The Application for Undergraduate Admission must be completed only once. Photocopies may be sent to any number of participating colleges. Some colleges may require additional writing samples to complete a Teacher Evaluation, ask a teacher(s) to complete that form as instructed and to mail a signed photocopy to the College by submitting electronically, or by downloading/mailing forms. Check the Requirements Grid for details.

WHY IT WORKS
College members annually sign an agreement to give full and equal consideration to the Common Application. Members also must adhere to the National Association for College Admission Counseling’s Statement of Principles of Good Practice, including the following: “College and university members will not discriminate in the admission selection process against applicants based on the particular application form that an applicant uses, provided that the college or university has agreed explicitly, as in common application membership, or implicitly, as in online or other computer-based technology, to accept the particular version of the application.”

COUNSELOR INSTRUCTIONS
☐ For a student using these forms, complete a School Report and photocopy the report for each of the colleges to which the student is applying.
☐ Mail a signed copy of the School Report, attaching a legible official copy of the student’s transcript or grade record, transcript legend, and school profile.
☐ Many colleges also require a Midyear Report. Consult the Requirements Grid in the back of this booklet.

TEACHER INSTRUCTIONS
☐ Complete a Teacher Evaluation and mail a signed photocopy to each of the colleges to which the student is applying.
☐ The Teacher Evaluation form can be downloaded at www.commonapp.org.

COMMON APPLICATION
2004–2005
The 2004–2005 Common Application may be used by students applying for admission for the Fall 2005 or Spring 2006 terms. The form is available from your high school guidance office or the National Association of Secondary School Principals. It can be downloaded or completed online at www.commonapp.org.

INSIDE THIS BOOKLET
College Contact List A complete listing of member institutions and their mailing addresses, phone and fax numbers, email addresses, and websites.
Application Forms All forms for students, counselors, and teachers are in the middle of this booklet.
Requirements Grid In the back of the booklet is a helpful comparison grid of application requirements for each member college. Compare deadlines, fees, required tests, forms, and online availability.
The member colleges and universities listed above fully support the use of this form. No distinction will be made between it and the college's own form. Please type or print in black ink.

Be sure to follow the instructions on the cover page of the Common Application booklet to complete, copy, and file your application with any one or several of the member colleges and universities.

**OPTINAL DECLARATION OF EARLY DECISION/EARLY ACTION**

Complete this section ONLY for the individual college to which you are applying ED or EA. It is your responsibility to follow that college's instructions regarding early admission, including obtaining and submitting any ED/EA form provided by that college. Do NOT complete this ED/EA section on copies of your application submitted to colleges for Regular Decision or Rolling Admission.

**PERSONAL DATA**

**Legal Name**

Enter name exactly as it appears on passports or other official documents.

**Last/Family**

**First**

Middle (complete) **Jr., etc.**

**Gender**

Prefer to be called (nickname) ____________________________________________ Former last name(s) if any ____________________________________________

Are you applying as a □ freshman or □ transfer student? For the term beginning ________

**Birthdate**

mm/dd/yyyy

**Permanent Home Address**

Number and Street

City or Town State Country Zip Code or Postal Code

If different from above, please give your mailing address for all admission correspondence.

**Mailing Address (from ________ to ________)**

Number and Street

City or Town State Country Zip Code or Postal Code

**Phone at mailing address (________-____-____-____) **

Area Code Number Permanent home phone (________-____-____-____)

Area Code Number

**Citizenship**

□ US citizen □ Dual US citizen; please specify other country of citizenship __________________________

□ US Permanent Resident visa; citizen of ___________ □ Other citizenship __________________________

Country(ies) / Visa type __________________ ________

Alien Registration Number __________________________

If you are not a US citizen and live in the United States, how long have you been in the country? __________________________

Possible area(s) of academic concentration/major(s) __________________________

or undecided □

Special college or division if applicable __________________________

or undecided □

Will you be a candidate for financial aid? □ Yes □ No

If yes, the appropriate form(s) was/will be filed on __________________________

**The following items are optional. No information you provide will be used in a discriminatory manner.**

**Place of birth**

City State Country Social Security Number (if any) __________________________

First language, if other than English Language spoken at home __________________________

If you wish to be identified with a particular ethnic group, please check all that apply

□ African American, Black □ Mexican American, Chicano

□ Native American, Alaska Native (tribal affiliation ___________ enrolled _________) □ Native Hawaiian, Pacific Islander

□ Asian American (countries of family’s origin ___________) □ Puerto Rican

□ Asian, including Indian Subcontinent (countries ___________) □ White or Caucasian

□ Hispanic, Latino (countries ___________) □ Other (specify) __________________________

2004–2005
EDUCATIONAL DATA

High school you now attend (or from which you graduated) ____________________________ Date of entry __________

Address ____________________________ City or Town ______ State ______ Country ______ Zip Code or Postal Code ______ CEEB/ACT code ______

Date of secondary graduation ____________________________ Type of school ☐ public ☐ private ☐ parochial ☐ home school

Guidance counselor’s name ____________________________ Position ____________________________

Counselor’s phone ( ) Area Code ______ Number ______ Ext. ______ Counselor’s Fax ( ) Area Code ______ Number ______

List all other secondary schools, including summer schools and programs you have attended beginning with ninth grade.

<table>
<thead>
<tr>
<th>Name of School</th>
<th>Location (City, State, Zip, Country)</th>
<th>Dates Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

List all colleges/universities at which you have taken courses for credit; list names of courses taken and grades earned on a separate sheet. Please have an official transcript sent from each institution as soon as possible.

<table>
<thead>
<tr>
<th>Name of College/University</th>
<th>Location (City, State, Zip, Country)</th>
<th>Degree Candidate?</th>
<th>Dates Attended</th>
</tr>
</thead>
<tbody>
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<td></td>
<td>☐</td>
<td></td>
</tr>
</tbody>
</table>

If not currently attending school, please check here ☐ Describe in detail, here or on a separate sheet, your activities since last enrolled.

TEST INFORMATION

Be sure to note the tests required for each institution to which you are applying. The official scores from the appropriate testing agency must be submitted to each institution as soon as possible. Please list your test plans below.

ACT

<table>
<thead>
<tr>
<th>Date taken/to be taken</th>
<th>English Score</th>
<th>Math Score</th>
<th>Reading Score</th>
<th>Science Score</th>
<th>Composite Score</th>
</tr>
</thead>
</table>

<table>
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<th>Math Score</th>
<th>Reading Score</th>
<th>Science Score</th>
<th>Composite Score</th>
</tr>
</thead>
</table>

SAT I

<table>
<thead>
<tr>
<th>Date taken/to be taken</th>
<th>Verbal Score</th>
<th>Math Score</th>
<th>Date taken/to be taken</th>
<th>Verbal Score</th>
<th>Math Score</th>
<th>Date taken/to be taken</th>
<th>Verbal Score</th>
<th>Math Score</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Date taken/to be taken</th>
<th>Subject</th>
<th>Score</th>
<th>Date taken/to be taken</th>
<th>Subject</th>
<th>Score</th>
<th>Date taken/to be taken</th>
<th>Subject</th>
<th>Score</th>
</tr>
</thead>
</table>

<table>
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<tr>
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<th>Subject</th>
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<th>Subject</th>
<th>Score</th>
<th>Date taken/to be taken</th>
<th>Subject</th>
<th>Score</th>
</tr>
</thead>
</table>

SAT II Subject Tests

<table>
<thead>
<tr>
<th>Date taken/to be taken</th>
<th>Subject</th>
<th>Score</th>
<th>Date taken/to be taken</th>
<th>Subject</th>
<th>Score</th>
</tr>
</thead>
</table>

<table>
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<th>Subject</th>
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<th>Subject</th>
<th>Score</th>
<th>Date taken/to be taken</th>
<th>Subject</th>
<th>Score</th>
</tr>
</thead>
</table>

Test of English as a second language (TOEFL or other exam)

<table>
<thead>
<tr>
<th>Test</th>
<th>Date taken/to be taken</th>
<th>Score</th>
</tr>
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<table>
<thead>
<tr>
<th>Test</th>
<th>Date taken/to be taken</th>
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<tr>
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<th>Score</th>
</tr>
</thead>
</table>

APP-2 2004–2005
EXTRACURRICULAR, PERSONAL, AND VOLUNTEER ACTIVITIES (including summer)

Please list your principal extracurricular, community, and family activities and hobbies in the order of their interest to you. Include specific events and/or major accomplishments such as musical instrument played, varsity letters earned, etc. Check (✓) in the right column those activities you hope to pursue in college. To allow us to focus on the highlights of your activities, please complete this section even if you plan to attach a résumé.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Grade level or post-secondary (PS)</th>
<th>Approximate time spent</th>
<th>Positions held, honors won, or letters earned</th>
<th>Do you plan to participate in college?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>9 10 11 12 PS</td>
<td>Hours/weeks/weeks/year</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ACADEMIC HONORS

Briefly list or describe any scholastic distinctions or honors you have won beginning with ninth grade.
This personal statement helps us become acquainted with you in ways different from courses, grades, test scores, and other objective data. It will demonstrate your ability to organize thoughts and express yourself. We are looking for an essay that will help us know you better as a person and as a student. Please write an essay (250–500 words) on a topic of your choice or on one of the options listed below. Please indicate your topic by checking the appropriate box below.

1. Evaluate a significant experience, achievement, risk you have taken, or ethical dilemma you have faced and its impact on you.
2. Discuss some issue of personal, local, national, or international concern and its importance to you.
3. Indicate a person who has had a significant influence on you, and describe that influence.
4. Describe a character in fiction, an historical figure, or a creative work (as in art, music, science, etc.) that has had an influence on you, and explain that influence.
5. A range of academic interests, personal perspectives, and life experiences adds much to the educational mix. Given your personal background, describe an experience that illustrates what you would bring to the diversity in a college community, or an encounter that demonstrated the importance of diversity to you.
6. Topic of your choice.

Attach your essay on a separate sheet(s) (same size please). You must put your full name, date of birth, and name of high school on each sheet.

PERSONAL STATEMENT

Your signature is required whether you are an ED, EA, or regular decision candidate.

I certify that all information in my application, including my Personal Statement, is my own work, factually true, and honestly presented.

Signature __________________________ Date __________

APPLICATION FEE PAYMENT

Check/money order attached  Counselor-approved Fee Waiver attached

REQUIRED SIGNATURE

IF APPLYING VIA EARLY DECISION OR EARLY ACTION (1) Complete the Optional ED/EA Declaration for your early application only. (2) Submit the college’s required ED/EA form, if any. (3) Understand that it is your responsibility to report any changes in your schedule to the colleges to which you are applying.

These colleges are committed to administer all educational policies and activities without discrimination on the basis of race, color, religion, national or ethnic origin, age, handicap, or gender. The admission process at private undergraduate institutions is exempt from the federal regulation implementing Title IX of the Education Amendments of 1972.
**Teacher Evaluation**

To the Applicant

Fill in the information below and give this form and a stamped envelope, addressed to each college to which you are applying that requests a Teacher Evaluation, to a teacher who has taught you an academic subject.

The Common Application group of colleges finds candid evaluations helpful in choosing from among highly qualified candidates. We are primarily interested in whatever you think is important about the applicant's academic and personal qualifications for college.

Please submit your references promptly. A photocopy of this reference form, or another reference you may have prepared on behalf of this student, is acceptable. You are encouraged to keep the original of this form in your private files for use should the student need additional recommendations.

Please return it to the appropriate admission office(s) in the envelope(s) provided you by this student. We are grateful for your assistance.

Be sure to sign below.

**TO THE TEACHER**

Birthdate Gender Social Security No.  
mm/dd/yyyy (Optional)

Student Name  
Last/Family First Middle (complete) Jr., etc.

Address  
Number and Street City or Town State Country Zip Code or Postal Code  
School you now attend  
CEEB/ACT code __ __ __ __ __

How long have you known this student and in what context? __________

What are the first words that come to your mind to describe this student? __________

List the courses you have taught this student, noting for each the student’s year in school (10th, 11th, 12th) and the level of course difficulty (AP, accelerated, honors, IB, elective, etc.)

<table>
<thead>
<tr>
<th>Course</th>
<th>Year</th>
<th>Level</th>
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</table>

The member colleges and universities listed above fully support the use of this form. No distinction will be made between it and the college's own form.

Please type or print in black ink.

2004–2005 COMMON APPLICATION™  
TEACHER EVALUATION I  
TE-1
**EVALUATION** Please write whatever you think is important about this student, including a description of academic and personal characteristics. We are particularly interested in the candidate’s intellectual promise, motivation, maturity, integrity, independence, originality, initiative, leadership potential, capacity for growth, special talents, enthusiasm, concern for others, respect accorded by faculty, and reaction to setbacks. We welcome information that will help us to differentiate this student from others.

---

**CONFIDENTIALITY** We value your comments highly and ask that you complete this form in the knowledge that it may be retained in the student’s file should the applicant matriculate at a member college. In accordance with the Family Educational Rights and Privacy Act of 1974, matriculating students do have access to their permanent files, which may include forms such as this one. Unless required by state law, colleges may not provide access to admission records to applicants, those students who are denied admission, or those students who decline an offer of admission. Again, your comments are important to us and we thank you for your cooperation. These colleges are committed to administer all educational policies and activities without discrimination on the basis of race, color, religion, national or ethnic origin, age, handicap, or gender. The admission process at private undergraduate institutions is exempt from the federal regulation implementing Title IX of the Education Amendments of 1972.

---

**RATINGS**

Compared to other college-bound students in his or her secondary school class, how do you rate this student in terms of:

<table>
<thead>
<tr>
<th>No basis</th>
<th>Below Average</th>
<th>Average</th>
<th>Good (above average)</th>
<th>Very Good (well above average)</th>
<th>Excellent (top 10%)</th>
<th>Outstanding (top 5%)</th>
<th>One of the top few encountered in my career</th>
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</thead>
<tbody>
<tr>
<td>Creative, original thought</td>
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<td>Motivation</td>
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<td>Self-confidence</td>
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<tr>
<td>Independence, initiative</td>
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<td></td>
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<tr>
<td>Intellectual ability</td>
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<td>Academic achievement</td>
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<td>Written expression of ideas</td>
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<td>Effective class discussion</td>
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<td>Disciplined work habits</td>
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<tr>
<td>Potential for growth</td>
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TO THE APPLICANT

Fill in the information below and give this form and a stamped envelope, addressed to each college to which you are applying that requests a Teacher Evaluation, to a teacher who has taught you an academic subject.

The Common Application group of colleges finds candid evaluations helpful in choosing from among highly qualified candidates. We are primarily interested in whatever you think is important about the applicant's academic and personal qualifications for college.

Please submit your references promptly. A photocopy of this reference form, or another reference you may have prepared on behalf of this student, is acceptable. You are encouraged to keep the original of this form in your private files for use should the student need additional recommendations.

Please return it to the appropriate admission office(s) in the envelope(s) provided you by this student. We are grateful for your assistance.

Be sure to sign below.

The member colleges and universities listed above fully support the use of this form. No distinction will be made between it and the college's own form.

TO THE TEACHER

Fill in the information below and give this form and a stamped envelope, addressed to each college to which you are applying that requests a Teacher Evaluation, to a teacher who has taught you an academic subject.

Birthdate ____________________________ Gender ____________________________ Social Security No. ____________________________ (Optional)

Student Name ____________________________ Last/Family First Middle (complete) Jr., etc.

Address ____________________________ Number and Street ____________________________ City or Town ____________________________ State ____________________________ Country ____________________________ Zip Code or Postal Code ____________________________

School you now attend ____________________________ CEEB/ACT code ____________________________

TO THE TEACHER

The Common Application group of colleges finds candid evaluations helpful in choosing from among highly qualified candidates. We are primarily interested in whatever you think is important about the applicant’s academic and personal qualifications for college.

Please submit your references promptly. A photocopy of this reference form, or another reference you may have prepared on behalf of this student, is acceptable. You are encouraged to keep the original of this form in your private files for use should the student need additional recommendations.

Please return it to the appropriate admission office(s) in the envelope(s) provided you by this student. We are grateful for your assistance. Be sure to sign below.

Teacher’s Name (please print or type) ____________________________ Position ____________________________

Secondary School ____________________________

School Address ____________________________

Teacher’s Phone ( ) ____________________________ Teacher’s E-mail ____________________________

Signature ____________________________ Date ____________________________

BACKGROUND INFORMATION

How long have you known this student and in what context? ____________________________

What are the first words that come to your mind to describe this student? ____________________________

List the courses you have taught this student, noting for each the student’s year in school (10th, 11th, 12th) and the level of course difficulty (AP, accelerated, honors, IB, elective, etc.) ____________________________

__________________________

__________________________

__________________________

__________________________
EVALUATION  Please write whatever you think is important about this student, including a description of academic and personal characteristics. We are particularly interested in the candidate’s intellectual promise, motivation, maturity, integrity, independence, originality, initiative, leadership potential, capacity for growth, special talents, enthusiasm, concern for others, respect accorded by faculty, and reaction to setbacks. We welcome information that will help us to differentiate this student from others.

RATINGS

Compared to other college-bound students in his or her secondary school class, how do you rate this student in terms of:

<table>
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<th>Below Average</th>
<th>Average</th>
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<tr>
<td>Effective class discussion</td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
TO THE APPLICANT

Birthdate Gender Social Security No.  
m/dd/yyyy (Optional)

Student Name  
Last/Family First Middle (complete) Jr., etc.

Address  
Number and Street City or Town State Country Zip Code or Postal Code

Current year courses—please indicate title, level (AP, IB, advanced honors, etc.) and credit value of all courses you are taking this year.

First Semester/Trimester Second Semester/Trimester Third Trimester

TO THE SECONDARY SCHOOL GUIDANCE COUNSELOR

Attach applicant’s official transcript, including courses in progress, a school profile, and transcript legend. (Please check transcript copies for readability.) After filling in the blanks below, use both sides of this form to describe the applicant. Please provide all available information for this candidate. Be sure to sign below.

Class rank _______ in a class of ________, covering a period from (mm/yyyy) to (mm/yyyy)  
The rank is  [ ] weighted  [ ] unweighted. How many students share this rank? _______

If a precise rank is not available, please indicate rank to the nearest tenth from the top.

Cumulative GPA ________, on a ________ scale, covering a period from (mm/yyyy) to (mm/yyyy)  
This GPA is  [ ] weighted  [ ] unweighted. The school’s passing mark is ________

Percentage of graduating class attending: ________ four-year ________ two-year institutions

In comparison with other college preparatory students at our school, the applicant’s course selection is  [ ] most demanding  [ ] very demanding  [ ] demanding  [ ] average  [ ] less than demanding

Counselor’s Name (please print or type)  
Signature  
Position  
School  
Date

Counselor’s Address  
Counselor’s E-mail

Counselor’s Phone ( ) Counselor’s Fax ( )

High School CEEB/ACT Code  

The member colleges and universities listed above fully support the use of this form. No distinction will be made between it and the college’s own form.

Please type or print in black ink.

2004–2005 COMMON APPLICATION™
**EVALUATION** Please write whatever you think is important about this student, including a description of academic and personal characteristics. We are particularly interested in the candidate’s intellectual promise, motivation, maturity, integrity, independence, originality, initiative, leadership potential, capacity for growth, special talents, enthusiasm, concern for others, respect accorded by faculty, and reaction to setbacks. We welcome information that will help us to differentiate this student from others.

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<tr>
<th>No basis</th>
<th>Below Average</th>
<th>Average</th>
<th>Good (above average)</th>
<th>Very Good (well above average)</th>
<th>Excellent (top 10%)</th>
<th>Outstanding (top 5%)</th>
<th>One of the top few encountered in my career</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic achievement</td>
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<td></td>
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<tr>
<td>Extracurricular accomplishments</td>
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</tr>
<tr>
<td>Personal qualities and character</td>
<td></td>
<td></td>
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<tr>
<td>Creativity</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

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I recommend this student: ☐ With reservation  ☐ Fairly strongly  ☐ Strongly  ☐ Enthusiastically

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**CONFIDENTIALITY** We value your comments highly and ask that you complete this form in the knowledge that it may be retained in the student’s file should the applicant matriculate at a member college. In accordance with the Family Educational Rights and Privacy Act of 1974, matriculating students do have access to their permanent files, which may include forms such as this one. Unless required by state law, colleges may not provide access to admission records to applicants; those students who are denied admission, or those students who decline an offer of admission. Again, your comments are important to us and we thank you for your cooperation. These colleges are committed to administer all educational policies and activities without discrimination on the basis of race, color, religion, national or ethnic origin, age, handicap, or gender. The admission process at private undergraduate institutions is exempt from the federal regulation implementing Title IX of the Education Amendments of 1972.
**MIDYEAR REPORT**

The member colleges and universities listed above fully support the use of this form. No distinction will be made between it and the college's own form. Please type or print in black ink.

### TO THE APPLICANT

Check institutional instructions to see if your selected colleges require this form. After filling in the information below, give this form to your guidance counselor.

**Birthdate** ____________________________  **Gender** ____________________________  **Social Security No.** ____________________________

**Student Name**

<table>
<thead>
<tr>
<th>Last/Family</th>
<th>First</th>
<th>Middle (complete)</th>
<th>Jr., etc.</th>
</tr>
</thead>
</table>

**Address**

<table>
<thead>
<tr>
<th>Number and Street</th>
<th>City or Town</th>
<th>State</th>
<th>Country</th>
<th>Zip Code or Postal Code</th>
</tr>
</thead>
</table>

**TO THE SECONDARY SCHOOL GUIDANCE COUNSELOR**

Please submit this form when midyear senior grades are available (end of first semester/trimester). Complete the following regarding the applicant’s academic performance for the first semester/trimester of the current year. If you prefer, attach your own grade report form or a copy of the high school transcript. Feel free to provide additional comments about the candidate on the reverse of this form or on a separate sheet of paper. Be sure to sign below.

**Indicate if marking period is**

- ☐ trimester  ☐ semester  ☐ H.S. graduation date ____________________________

**Course (include title and level)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Grade</th>
<th>Remarks</th>
</tr>
</thead>
</table>

If available, please provide updated class rank or cumulative GPA through the senior fall semester/trimester.

**Class rank** ________ in a class of ________, covering a period from ________ to ________

The rank is ☐ weighted ☐ unweighted. How many students share this rank? ________

If a precise rank is not available, please indicate rank to the nearest tenth from the top ________

**Cumulative GPA** ________ on a ________ scale, covering a period from ________ to ________

This GPA is ☐ weighted ☐ unweighted. The school’s passing mark is ________

If there have been any substantial additions to or changes in this candidate’s academic or extracurricular record since your previous report? ☐ yes ☐ no

If yes, or if your recommendation for this student has changed since the School Report was submitted, please comment on reverse.

**Counselor’s Name** (please print or type) ____________________________

**Signature** ____________________________  **Date** ____________________________

**Position** ____________________________  **School** ____________________________

**High School CEEB/ACT Code** ________ ________ ________ ________ ________
CONFIDENTIALITY We value your comments highly and ask that you complete this form in the knowledge that it may be retained in the student’s file should the applicant matriculate at a member college. In accordance with the Family Educational Rights and Privacy Act of 1974, matriculating students do have access to their permanent files, which may include forms such as this one. Unless required by state law, colleges may not provide access to admission records to applicants, those students who are denied admission, or those students who decline an offer of admission. Again, your comments are important to us and we thank you for your cooperation. These colleges are committed to administer all educational policies and activities without discrimination on the basis of race, color, religion, national or ethnic origin, age, handicap, or gender. The admission process at private undergraduate institutions is exempt from the federal regulation implementing Title IX of the Education Amendments of 1972.