

Top 10 College Application Mistakes

1. **Misspellings and grammatical errors** – This is a big pet peeve of admissions people. If you misspell on something as important as the application, it shows that either you don't care or you aren't good at spelling. But don't stop with a spell check. Proofread for grammatical errors, too.
2. **Applying online, but the application isn't submitted** – If you apply online, you should receive confirmation that the college or university received it. Confirmation could be an email message, a Web page response or a credit card receipt. Press “SUBMIT” on the application submission page. This is one of the most common mistakes.
3. **Forgotten signatures** – Make sure you sign and date the form. Often students overlook that part of the form if it's on the back.
4. **Not reading carefully** – For example, if the form asks what County you live in, don't misread it as Country and write United States.
5. **Listing extracurricular activities that aren't** – Those that make the list include sports, the arts, formal organizations and volunteer work. Talking on the phone and hanging out with friends don't make the cut. And definitely, don't lie about activities you are not involved in. Just not good!
6. **Not telling your school counselor where you've applied** – Let your counselor know which colleges you're applying to, and ask him or her to review your high school transcript before sending it to colleges.
7. **Writing illegibly** – First impressions count, so take your time and use your best writing. It will make a better impression. In other words, make sure your essay makes sense and is well done.
8. **Using an inappropriate email address** – Select a professional email address. Keep your fun address for friends, but select an address using your name for college admissions. So, Sallylovesfrank@yahoo.com is Not a good email.
9. **Not checking your email regularly** – If you've given an email address, the college will use it. You don't want to miss out on anything because you didn't read your email. If you do get an email telling you that some application materials are missing, be sure to inform your Counselor immediately. Nothing is worse than telling your Counselor that you have been missing important documents for months.

10. Letting Mom or Dad fill out your application – Admissions people know if your parents help, whether you have two different styles of writing or your admissions essay sounds more like a 45-year-old than a 17-year-old. It's fine to get advice, but do the work yourself.

Remember the Common Application is a great tool. But use it wisely. If you make a mistake on the Common Application, that mistake is sent to every school to which you applied. Colleges will think, “it is one application and the student can’t get that right!”. So make sure everything is spelled correctly and completed fully.

One last thing – Waiving Your Rights. On the application it will ask you to Waive Your Rights. This is an important issue to cover. If you choose to Waive Your Rights, you are allowing your teachers and counselor to be honest in their letters of recommendation. By not Waiving Your Rights your teachers will write bland, general letters that cannot support you fully. Waive Your Rights!