



You Have Submitted Your College Application, Now What?

Teachers, Counselors and other Staff have sent thousands of transcripts, recommendation letters and other documents to colleges either electronically, by mail or both. Now comes the part when we all have to **WAIT** for the colleges to review and provide students with an admissions decision which may take **2 weeks – 3 months** depending on the college application pool. For example, last year The University of Maryland, College Park received 34,000 applications. Imagine how long it takes to sort through all of those documents! Most colleges will provide you with an **expected decision date** listed on their website.

We all know that there are always issues with websites, computers, USPS mail delivery, and Naviance has had plenty of issues this year! Very few things are 100% accurate. Having said that, there may be glitches along the way and for some reason letters or documents are misplaced or not received.

Below are some questions that are Most Frequently Asked about missing documents:

1. Q: How do I know if my Transcript Request is being processed?

A: Once you have submitted your Google Transcript Request Form & Authorization to Release, you should be able to see the status in your Naviance | Student account.

2. Q: When I check my college application account, it does not show my transcripts and recommendation letters as being sent:

*A: Please know that colleges are receiving thousands of transcripts, recommendation letters and other documents from students across the nation. It will take some colleges, like the UMD, a long time to go through every document being uploaded to their system. It may take **6-8 weeks** before you see anything.*

Please do not call the college to ask about these documents too soon. Again, it may take most colleges a long time to process everything.

3. Q: When I check my “Coalition Account” it says my transcripts, recommendation letters and other documents have not been received.

*A: We have explained to students throughout the year that **MCPS does not send documents through the “Coalition Application”** our documents are sent through Naviance, therefore, documents will be placed in the students Coalition portal in the section marked as **“Other documents received”** or **“Outside documents received”**.*

4. Q: What should I do if I receive an email from my college that says “we have not received your transcript, recommendation letters”?

A: Most colleges have an email system that automatically sends emails to students about missing documents until someone at the college turns it off. We can show you on Naviance, when we sent your documents.

5. Q: When should I contact the colleges to speak specifically about any missing documents?

*A: You may contact the admissions office a week or two before their college decision date listed on their website. You should only ask about any documents that are missing on your college application account, not about admissions decisions. **We may be able to assist you with contacting/emailing colleges about missing documents, but not until December or January, because we understand how long it takes college admissions counselors to process everything.***

