

# Common App Tips Class of 2026

Creating a Common App account is easy and should only take a few minutes. You can answer questions in the Common App tab and build a college list at any time.

- Create your account and choose your student type
  - If you haven't yet attended college, select "first-year student"
  - ***If you have college credits from dual enrollment high school courses, you should still select "first-year student"***
- Create new login credentials. Colleges may need to get in touch with you during the application process, so be mindful of which email address you choose. Sometimes your high school address may filter out these emails, so consider using a personal email address. When choosing an email address, be sure to use one that:
  - **You check regularly**
  - **Is professional and appropriate**
  - **You will have access to after you graduate from high school**
- Complete your registration information
  - Basic information about you: your name, home address, phone number, & date of birth.
  - ***Be sure to use your legal name as it appears on official school documents and standardized tests.*** This will make sure colleges can match documents to the correct person.
  - At the end, you will adjust your communication preferences and accept the Common App privacy policy.
- Select "create account" and you're done!
- Make a contact in your phone for common app with your login and password!

## High School Details

Cypress Creek High School  
8701 Old Pasco Road  
Wesley Chapel, FL 33544

CEEB code: 100285  
Class size: 521  
GPA Scale: 4.0 Weighted  
Grades: A, B, C, D, F (no plus or minus)  
Class rank reporting: EXACT /Weighted  
Course Scheduling: Semester  
Credits: .5 = semester only course  
1 = for year long course. (DE courses are 1 HS credit and usually 3 College credits)



## Adding Recommenders To Common APP & requesting Recommendations

Every college gets to choose their own recommendation requirements. You can find more details on each college's "College Information" page. **All students must add a counselor to their application in order to complete the required school report** but not all schools require recommendation letters!

### How to invite and assign recommenders:

1. From the My Colleges tab select a college and open their "Recommenders and FERPA" section.
2. If you have not done so already, you will need to complete the FERPA Release Authorization.
3. Invite recommenders using the invite button from each section. You may also use the "Invite Recommenders" button at the top. **For Counselor add Mrs. Kwiat!**
4. **You must Enable Application Preview or Mrs. Kwiat not be able to complete rec letter or advise you on your application!**
5. For teacher or other recommenders: Select the type of invitation you would like to send. For each invitation you will need information like their name and email address.
6. After you add a recommender, you can view their info using the Manage Recommenders button.
7. Note that teachers, and other recommenders will not receive an email invitation until you assign them to a college. To assign these recommenders, go to their section within this screen. Select their name from the dropdown and use the assign button.

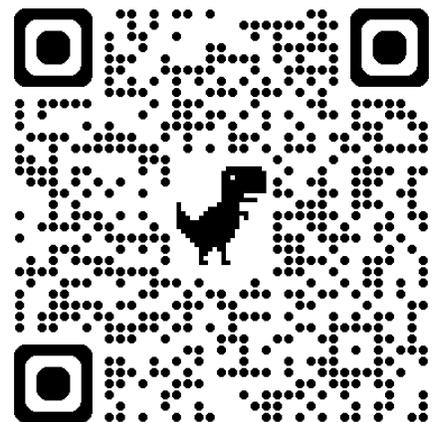
*In general, each college has their own recommendation requirements. For example, one college may need two teacher recommendations. Some colleges may not want any teacher recommendations. Colleges can also determine what kinds of other recommenders they want. Some may allow for any recommender type, whereas others only allow an employer recommendation.*

### Requesting Counselor Recommendation Letter

**select Mrs. Kwiat as the counselor, as this her area of expertise! I**

. The counselor serve to provide all required school documents and recommendations for the your application process.

- How to request your counselor rec letter
- Scan Code complete form
- Please answer all questions
- Provide resume to recommender via email
- Allow 14 days for processing and submission.
- DO NOT WAIT UNTIL THE LAST MINUTE



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