

Towson High School Senior College Application Process

1. Have a parent/guardian sign the release of information form and return to the School Counseling Office. The form is available in the School Counseling Office OR online at the THS website.
2. Add colleges to Naviance that you are applying to. Make sure that you select the correct application date.

NOTE: You cannot apply early decision to more than once college because it is a binding agreement.

3. Ask two THS teachers to write letters of recommendation for you. Once they agree request the letters digitally on Naviance. Complete your “Brag Sheet” in Naviance. **DO NOT** request a letter of recommendation from your counselor. They will automatically write you one.

NOTE: You should select “all current and future colleges” when requesting letters of recommendation.

4. SAT and/or ACT. If you need to, register NOW for the tests through their websites. You must request that your scores be sent to colleges directly through collegeboard.org or act.org
5. Your counselor will send your letters of recommendation, transcript and school profile to all of your colleges. Please have your Brag Sheet completed **AT LEAST** 3 weeks before the deadline and your resume updated in Naviance.

Please email your counselors with any questions or make an appointment to see them.

Mr. Briggs: sbriggs@bcps.org
Ms. Hanley: lhaley@bcps.org
Mrs. Petras: mpetras@bcps.org
Ms. Jacobs: kjacobs@bcps.org
Mrs. Wright: swright7@bcps.org