Dear Colleague,

We wanted to once again provide a brief update about fall 2017 admission to the University of Minnesota Twin Cities. Please feel free to use the following links to jump to the section of most interest for you:

A. December 15 Regular Application Deadline
The December 15th regular application deadline is just around the corner. As a reminder, we send offers of admission to students on a rolling basis and all students who submit a complete application by the December 15, 2016, regular deadline will receive their decisions by March 31, 2017. (Students who submitted a complete application by the November 1 priority deadline will receive a decision by the end of January.)

Please note that students who apply or whose applications become complete after December 15 will be considered for admission on a space-available basis. After December 15 space is limited and admission is more competitive.

B. Admission Decision Notification
To date, we have made more admission offers than we did at this time last year. Additionally, in the interest of helping students move forward with their college planning, we are also sending deny decisions on a rolling basis to applicants to whom we are unfortunately unable to offer admission.

C. Application Tracker
We are continuing to encourage students who want to check the status of their applications to use our **Application Tracker**, an online tool that provides the most up-to-date information on their applications.

Admission applications and supporting materials, whether they are submitted electronically or through the mail, generally appear on Application Tracker within 10 days. (Please note that international student documents may take slightly longer.)

Because each document, including transcripts, must be individually reviewed before being manually connected to a student's application file, it does take some time to complete this process. However, please know that we will continue to process documents as quickly as possible and expect that most documents will continue to be connected to student files much more quickly than 10 business days. This means that our Application Tracker will reflect what has been received within 10 business days. We thank you for working so closely with your students. Please call us if you or your students have any questions about a student's application materials. We are happy to work individually with you and your students to confirm that a document has been received.

D. Housing on Campus
At this time of year, we also receive many questions regarding on-campus housing for U of M students. A student does not need to be admitted to apply for housing. In addition, housing assignments are made in the order in which the housing application (NOT application for admission) is received. Students who have not yet received an admission decision can apply for housing prior to receiving their admission decision. Applying for housing early will increase the chances of students receiving one of their residence halls of choice.

Housing Key Points:

- Freshman Housing Guarantee - The University of Minnesota guarantees housing to all admitted first-year freshmen who are willing to accept assignment to any space designated, and who submit the housing application-contract and $25 non-refundable housing application fee to Housing & Residential Life no later than May 1. Students who apply for housing after May 1 are placed in housing on a space-available basis.
- Please note that our Housing Application is now available online at **www.housing.umn.edu/apply**. Students who have not yet received an admission decision can apply for housing prior to receiving a decision.

E. Common Application - Implementation and Transcript Submission
The University of Minnesota Twin Cities is now live on the Common Application platform. Based on the feedback we have received thus far: the implementation process seems to be uneventful for the most part. However, thanks to a Minnesota school counselor, we are aware of an issue we want to alert you to related to Naviance and transcript request. We are sharing this information in the hopes that it will help make it easier for students to complete their applications.

Question:
"*Here's what's happening from our end: as I attempt to submit secondary school report documents to UMN, I have an error message saying I cannot submit to UMN because the student doesn't have this school listed on their Common App college list. Even though the student is not using the Common App to submit to you, we should still be able to submit online like we always have through Naviance- right?*"

Answer:
The student most likely submitted their application using our institutional application for admission, but could have indicated on Naviance that they applied using the Common Application. When the student fixes this indicator, the document you are trying to submit will reach us successfully through Naviance and Parchment.

Explanation:
On the Naviance student portal, when students indicate that they have applied to the University of Minnesota Twin Cities, they are presented with an option to indicate if they are applying using our

institutional application or the Common Application. This selection will determine *where* supporting documents such as transcripts will be routed once they are routed.

· *If a student indicates that they are applying using our institutional application,* all supporting documents will be routed to Parchment and received by the University of Minnesota.

· *If a student indicates that they are applying using the Common Application,* all supporting documents will be routed to Common Application where the University of Minnesota will download them from the Common Application's site.

· *If the student incorrectly identifies as having applied with the Common Application,*any documents you send will be routed to Common Application. If the student hasn't actually submitted a University of Minnesota Common Application, then an error message will result. (An error message may also occur if the student uses a different email for their Common Application than what is set up in Naviance.)

F. Easing the FAFSA Submission Process for Students - Data Retrieval Tool Tip from a Minnesota High School Counselor
Families can apply for financial aid to attend the University of Minnesota using the Free Application for Federal Student Aid (FAFSA). We recommend that students use the "IRS Data Retrieval Tool" if possible. If the student or their parent(s) filed a federal tax return for 2015, the data retrieval tool allows them to transfer some of that data directly into their FAFSA. This tool makes the application process fast and accurate, and may reduce paperwork that they may need to submit later.

Tip from a member of our high school advisory committee -- Thank you to our colleague for sharing this! In a meeting this past week, a colleague from a Minnesota high school shared that this tool works more quickly and effectively if students put in their *exact* U.S. Postal Service identified home address with the standard abbreviations and formatting.

- Finding exact address - Students should go to the U.S. Postal Service lookup tool and look up their address at **https://tools.usps.com/go/ZipLookupAction!input.action**, and then use those results in the Data Retrieval Tool.

Questions?
As always, we encourage you to reach out to us with any questions you may have. If we can be of assistance to you or your students, please contact us on our High School Counselor Hotline at 612-626-8378 or 1-800-752-1000.

Sincerely,

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University of Minnesota Twin Cities