

## Appendix D: Getting Started with Scoir

The Fieldston College Office uses a college planning system called Scoir. We have chosen Scoir to help you navigate the college selection and application process as it is an efficient platform for discovering colleges that match your personal as well as academic interests.

In January, in conjunction with the initial family college meetings, all Form V students will receive an email invitation from Scoir with a link to register their accounts. Once students complete their Scoir account registration, they can begin researching colleges and with assistance from their college counselor, build a list of those that interest you.

Scoir is also used to request letters of recommendation from teachers. Finally, the College Office will use Scoir to communicate with you during your college process and to electronically deliver your application materials to colleges.

Below is a tip sheet on how to get started with Scoir:

### Getting Started with Scoir

#### Registering and Updating Your Account:

- You will have received an email with a link to register your Scoir account; please do so before school ends this year; you may either use Scoir's website or download the Scoir app ([for iOS](#)).
- [This guide](#) provides further details on Scoir's features, or you can watch [this video](#).
- Once you have established your account, please update the **My Profile** tab (you do not need to add your activities at this time, and Fieldston does not calculate GPA). You **should not** yet complete the **FERPA Waiver** you'll find on your dashboard.
- In **My Profile**, please make selections in the **College Preferences** section.
- Though we are primarily rolling out and supporting Scoir for students and Fieldston faculty at this time, if you wish to invite your parent/guardian[s], you may do so through **My Profile**.

#### Researching and Compiling Colleges:

- Click on the **Discover** tab once you've updated your College Preferences, then click on the **My Matches** tile under the **For You** section. Here, you'll find colleges that have been calibrated according to the criteria you selected in College Preferences.
- From **My Matches**, you can **follow** and save schools by clicking on the bookmark icon below the school name, and learn more about each institution by clicking on its tile.
- Once you have followed a school, under the For You section in the Discover tab, click on the **You May Also Like** tile and keep scrolling to view additional schools similar to ones you already follow.
- In the **My Colleges** tab, you'll find the schools you're following, and can learn more about each one.

- Some colleges will list their virtual information session/tour opportunities on their pages, and you can also click on **All College Sessions** from the hamburger (three lines) menu on the top right.

## Requesting Teacher Recommendation Letters:

- From your landing page Dashboard, click on the **My Colleges** tab; on the top right of the screen, click on the **Application Documents** button (circled in magenta below).



- On the overlay screen that appears, click on the **Request a Recommendation** button, then enter your teacher's name and a brief message confirming and thanking them for the recommendation.
- You can follow the [instructions found here](#) to further understand recommendation requests.