

# Practice Accounts: Usage Tips

THE COMMON  
APPLICATION

commonapp.org

## INTRO TO PRACTICE ACCOUNTS

### WHAT IS A PRACTICE ACCOUNT AND HOW DOES IT WORK?

We know there are counselors, teachers, advisors, and parents who work with applicants and want to see the applicant experience without being considered for admission by colleges. By creating a practice account, you'll be able to follow the full student experience, including the submission process, without having to actually submit an application. Practice accounts help you understand exactly what your students see without making colleges think that you're a real applicant.

### FOR WHOM ARE PRACTICE ACCOUNTS DESIGNED?

Anyone who wants to get to know and explore the Common App, but does not intend to submit an application for admission.

### IS A PRACTICE ACCOUNT DIFFERENT THAN A STUDENT ACCOUNT?

A practice account will show you the same information as a student account. The process, look and feel, and information is the same. The only difference is that should a practice account be submitted, it will not be considered for admission by the college to which it was submitted.

## PAYMENT AND SUBMISSION

### CAN I SUBMIT APPLICATIONS WITH MY PRACTICE ACCOUNT?

Yes, but keep in mind submitted practice account applications will not be considered for admission. In your practice account, when you get to the Review and Submit tab, we'll show you text reminding you that the member college will not consider the submission for admission.

### WHAT HAPPENS WITH THE APPLICATION FEE WHEN I SUBMIT?

Even within your Practice Account, any payments made via the online payment site is a real financial transaction. While practice account holders may visit the payment site, any credit card used will be charged.

### SO, CAN I SUBMIT WITHOUT PAYING THE FEE?

You can request a fee waiver on the Profile screen in the Common Application Fee Waiver section, which will allow you to bypass the payment screen in your Practice Account if you wish to submit without making a payment.

## **SAY I SUBMIT AN APPLICATION WITH MY PRACTICE ACCOUNT, WILL MY APPLICATION BE CONSIDERED FOR ADMISSION?**

No. Should a practice account be submitted, it will not be considered for admission by the college to which it was submitted.

## **OTHER**

### **HELP! I'M A STUDENT! CAN I CHANGE MY PRACTICE ACCOUNT TO A STUDENT ACCOUNT?**

Yes. To change your account type, simply email our Solutions Center at: [appsupport@commonapp.net](mailto:appsupport@commonapp.net). In your message, please specify your full name, date of birth, and that you want to change your practice account to an applicant account.

### **I CREATED A PRACTICE ACCOUNT TO SEE THE COMMON APP, BUT I'M ALSO GOING TO BE COMPLETING RECOMMENDATIONS THROUGH THE COMMON APP. WILL CREATING A PRACTICE ACCOUNT AFFECT MY RECOMMENDER ACCOUNT?**

All recommenders can have both a recommender account and a practice account. However, if you would like to invite yourself as a recommender within your practice account, you will need to use a different email address for your practice account than the one used for your recommender account.

---

## **LOOKING FOR MORE INFORMATION ABOUT COMPLETING THE COMMON APP?**

### **VISIT OUR SOLUTIONS CENTER TO LEARN MORE:**

Applicants: [appsupport.commonapp.org](https://appsupport.commonapp.org)

Recommenders: [recsupport.commonapp.org](https://recsupport.commonapp.org)

THE COMMON  
APPLICATION