1. Create a QuestBridge account.
   › Go to apply.questbridge.org and click on “Create an account.”
   › Register with your personal email address (email addresses associated with a school may be blocked by a firewall).
   › Keep your password secure.

2. Open a College Prep Scholars Program application.
   › Write down your QuestBridge ID number for easy access later.

3. Ask a teacher to write a recommendation for you.
   › Be sure to give your teacher plenty of time (we suggest at least two weeks).
   › Register your teacher on the Recommendation page of your application. If your teacher does not receive an email from QuestBridge with instructions, ask them to contact us at educators@questbridge.org with your full name and QuestBridge ID number.

4. Complete the College Prep Scholars Program application.
   › The application includes writing exercises, as well as sections on academics, activities, and your family and financial background.
   › Fill out the Awards section of the application (note that consideration for some awards require short essays).
   › Be sure to allow yourself enough time before the deadline to complete every section.

5. Submit your application materials.
   Transcript
   › Obtain a copy of your high school transcript from your school and upload it to the Academic page of your application. Unofficial transcripts will be accepted.
   › You must also manually enter all current and future 11th grade courses on the Academic page.

   Standardized Test Scores (if taken)
   › If you have taken exams (PSAT, PreACT, SAT, ACT, or AP), upload copies of score reports to the Testing and Honors page. Unofficial reports are accepted.
   › Please do not send official test scores through the College Board or ACT.

   School Profile (if available)
   › Obtain a School Profile from your school counselor, then upload it to your Academic page.

6. Check the Review and Submit page.
   › This page identifies any missing information or errors throughout your application.
   › Review this page frequently and thoroughly before you are ready to submit.
   › We recommend submitting early to prevent last-minute technical difficulties.
   › Submit your application even if a recommendation has not yet been submitted on your behalf, and encourage your teacher to submit as soon as possible.

QUESTIONS? Visit www.questbridge.org/AskQB or email questions@questbridge.org