Directions for Checking your Application Status on Zagweb

Thank you for applying to Gonzaga University! We invite you to check the status of your application online. Here’s how to do it:

1. Go to [https://zagweb.gonzaga.edu](https://zagweb.gonzaga.edu).

2. Click on “Check Application Status – UNDERGRADUATE STUDENTS”

3. Enter your Login ID. This is your Gonzaga ID. We emailed you your Gonzaga ID shortly after you applied. If you need us to give this to you again, please email us at admissions@gonzaga.edu.

4. Enter your PIN. This is your birth date in 6 digits. Use this format: MMDDYY. For example, April 13, 2000 is 041300.

Please note that if you enter an incorrect ID or PIN, you will receive the message below. If you need help at this point, click on the word “Here” and send us an email.
5. Once you have logged in successfully, you will see the screen below. Please take note of the comments at the top of the page. You can see the list of admission requirements toward the bottom. **We are missing any item(s) that DO NOT have a received date.** You’ll also see a list at the bottom of any test scores we’ve received (FYI the date listed is the date of the exam), as well as detailed information on a few of the forms we require.

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**Student Information**

- **Student Name:** Mouse, Minnie
- **GJID Number:** 11611051
- **Email:** test13@gmail.com

**Application Data**

- **Term:** Fall 2018
- **Application Type:** Freshman

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**Desired Program**

- **Major:** Biology
- **Pre-Professional Interest(s):** Pre-Med

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**Application Requirements**

<table>
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<tr>
<th>Item</th>
<th>Received Date</th>
<th>Comments</th>
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<tbody>
<tr>
<td>Application Form</td>
<td>01-OCT-2017</td>
<td></td>
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<tr>
<td>Signature Page</td>
<td>01-OCT-2017</td>
<td></td>
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<tr>
<td>Application Fee</td>
<td>01-OCT-2017</td>
<td></td>
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<tr>
<td>High School Transcript</td>
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<td>HOLY NAMES ACADEMY</td>
</tr>
<tr>
<td>School Report</td>
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<tr>
<td>ACT/SAT</td>
<td>16-OCT-2017</td>
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<tr>
<td>Teacher Recommendation</td>
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<tr>
<td>Activity Sheet</td>
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<tr>
<td>Essay</td>
<td>01-OCT-2017</td>
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</tr>
<tr>
<td>Test Scores Received</td>
<td>01-SEP-2017</td>
<td></td>
</tr>
</tbody>
</table>

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**Teacher Recommendation Information**

- **First-Year Applicants:** Because we want to hear how you’ve performed in your most rigorous classes, Gonzaga requires a recommendation from a high school teacher in an academic subject area (i.e. math, science, English, history, foreign language, etc.). A non-academic recommendation will likely be required, but we strongly encourage you to submit a recommendation from a high school teacher in an academic subject area. If your teacher is unable to upload the Recommendation form to Common App, you can access a blank copy HERE for him or her to email directly to us at admissions@ Gonzaga.edu.

- **Transfer Applicants:** The Academic Evaluation form is a document that can be completed by an Advisor or Professor who can recommend your academic performance. If you need access to the Academic Evaluation form, please click HERE.

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**School Report Information - FIRST-YEAR APPLICANTS ONLY**

The School Report is a form typically filled out by your high school counselor and submitted via the Common Application site. It contains your current year courses, biographical information about your high school, a brief recommendation, and finally, indicates if you have a disciplinary or criminal record. Homeschooled students may have a parent fill out this form. If your counselor is unable to upload the School Report to Common App, you can access a blank copy HERE for him or her to email directly to us at admissions@ Gonzaga.edu.

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**College Report Information - TRANSFER APPLICANTS ONLY**

The transfer College Report is a document that verifies that you are in good standing at your most recent institution. If you need access to the College Report Form, please click HERE. College Reports may be emailed directly to us at admissions@ Gonzaga.edu.

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**Financial Declaration Information - INTERNATIONAL APPLICANTS ONLY**

The Financial Declaration form is a document that corresponds to the Bank Statement you submit to us. If you need access to the Financial Declaration form, please click HERE.

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**Please reach out to us at any time if you need assistance!**

Our email is admissions@ gonzaga.edu