Scoir Guide

Update Your College Data and Become Scoir Verified

SCOIR

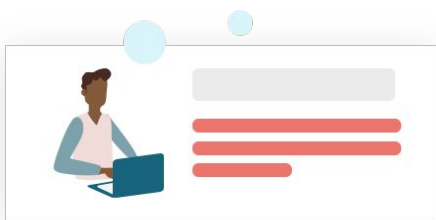# Table of Contents

SCOIR

Updating and Verifying Your College Data

Scoir is a **source of truth** for students, counselors, and parents & guardians. We strive to reflect the most accurate information and data on our platform to best support our community.

On your institution's **College Profile** you will find data on admissions, student life, academic degrees, and cost and financial aid. This data is initially pulled from [The Integrated Postsecondary Education Data System (IPEDS)](#).

IPEDS data is published on an annual basis and we understand that your institution's information and requirements may change more frequently. For that reason we created a process for institutions to update data on a regular basis.

By regularly reviewing and updating your data, you ensure **students have access to the latest and greatest information** from your institution and **assist Scoir in its mission**.

This guide walks you through the process of reviewing and updating your profile data. For information related to updating your additional content, please see our [Content Management Guide](#).

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Scoir Verified

The **Verified Badge** is given to institutions that have taken ownership of the data presented on their College Profile. A verified badge indicates that the information for this school has the **highest** possible level of accuracy.

How do institutions receive a badge?

To receive a badge, Institutions must review their profile data, **submit a form** and complete a review process with the Scoir team.

Does the badge expire?

Verified schools and data are reviewed annually. The Scoir Customer Success team will encourage College Partners to review and update their data on an annual basis.

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How to Update Your Data

To update your profile data, follow these steps:

✓ [Log into your Scoir account](#)

✓ Navigate to the School Profile tab
Review the data on your School Profile, paying particular attention to:
- ◆ The data below your institution's logo
- ◆ Admissions stats
- ◆ Student life and demographic information
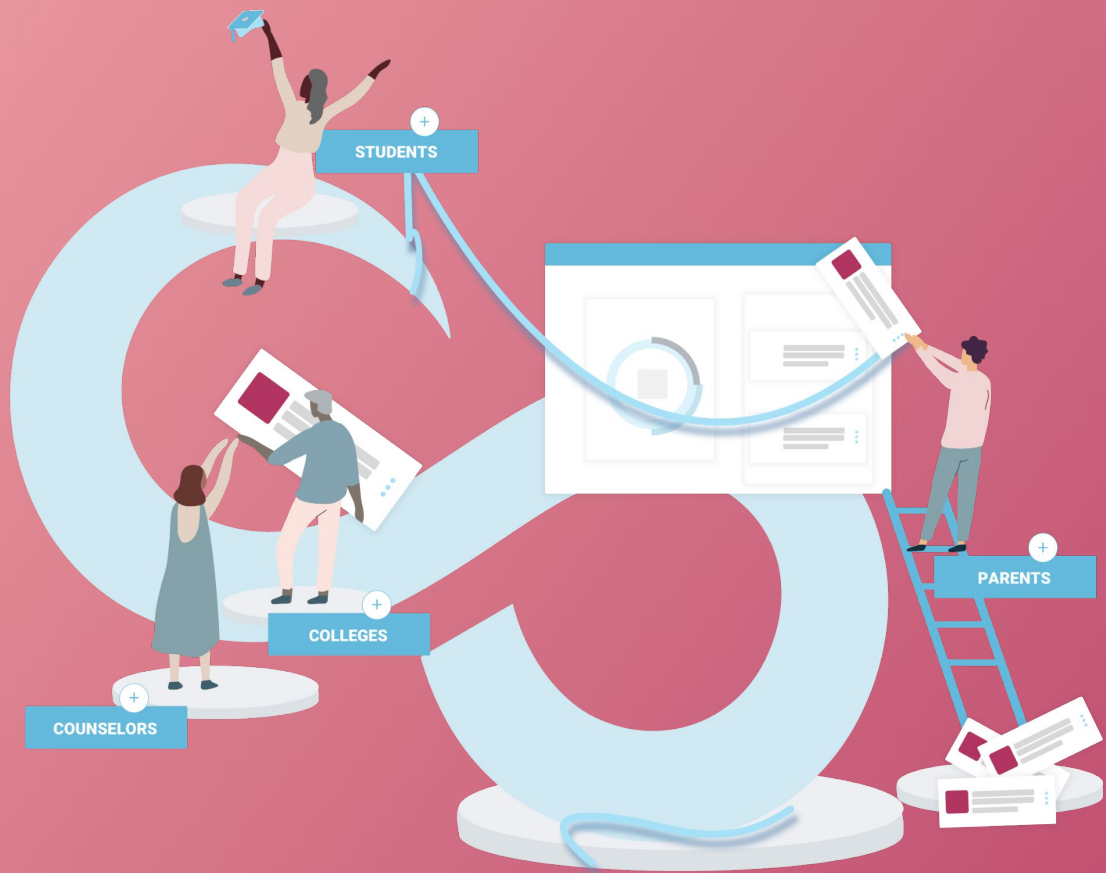- ◆ Academics
- ◆ Cost & Financial Aid

✓ Submit any changes and updates here →

Provide a link to a web page or document that verifies the submitted data. Your college website, institutional research, and Common Data Set can be a helpful resources for finding and verifying the the most up-to-date information on your institution.

✓ Your Customer Success Manager will review your form and make the necessary updates. This review typically takes 2 business days. Once completed, you will receive the Scoir Verified Badge on your College Profile.

Prefer video instructions? [Click here](#)!

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COLLEGES
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