

Suggested Tasks	How do I find it in Naviance Student?
☐ Know your Naviance Student login	- Go to school website > click Students> click Naviance button Enter your username & password: Student ID number & district password
☐ Explore college research tools	Colleges > Research Colleges - Add colleges to Colleges I'm Thinking About list
☐ Determine different college application deadlines	Colleges > Research Colleges College Lookup > click on college name for information and link to website
☐ Unsure where to start? Explore different types of colleges, training programs, and/or careers based on your interests	Colleges > Search Tools> SuperMatch - Add colleges/training programs to Colleges I'm Thinking About list Careers > Explore Careers and Interests > Career Interest Profiler - Add careers to Colleges I'm Thinking About list Home > scroll to bottom of page > click View all from my school > Military Resources
☐ College Rep Visits in Career Center	Colleges > Research Colleges > College Visits - College reps come to school to provide info sessions - Sign up in Naviance Student
☐ Explore scholarships and check deadlines (*check back often!)	Colleges > Scholarships and Money - Explore Scholarship List and National Scholarship Search - Select scholarships you are interested in and click the button to Add Selected Scholarships to My List - Register for http://www.washboard.org/
☐ Need to take all or part of the SAT/ACT? Taking an AP exam?	Home > scroll to bottom of page > View all from my school > SAT Resources / ACT Resources Colleges > Research Colleges > College Resources - Scroll to Test Preparation
☐ Applying to Common App or Coalition colleges means a few more steps	Colleges > Research Colleges > College Resources - Create your Common App www.commonapp.org account - Create your Coalition account http://www.coalitionforcollegeaccess.org/
☐ Complete Senior Brag Sheet Survey to be ready to request teacher and counselor recommendations.	About Me> Surveys> Surveys Not Started - The Brag Sheet Survey provides teachers and counselors with specific information needed to write a quality college recommendation letter. - The survey collects all this information in one place, including accomplishments, goals, and future plans.
☐ Contact teachers and staff to request letters of recommendation	- Minimum of 2-weeks ahead of the due date!! - Needed for... - Common App Colleges - Some Coalition Colleges - Some scholarships - NCAA - Add a teacher request by going to the Colleges > Apply to College > Letters of Recommendation - Let them know you filled out the Brag Sheet Survey
☐ Check out Financial Aid options (FAFSA/WASFA apps. Open October 1st)	- Not sure about financial aid and what is available? Colleges > Research Colleges > College Resources - Scroll down to Financial Aid
☐ Request transcripts through Naviance for colleges you are applying to	- For submitted college applications ONLY - You can request additional transcripts for scholarships and/or athletics throughout the year

Do you have questions? Email naviance@everettsd.org

Please be sure to include your first and last name, your student ID, the high school you attend, and your question.

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