

# Requesting Final Senior Transcripts



To have your final transcript sent to the college/school you plan to attend in the fall, you need to go into Naviance Family Connection and indicate which college/school you plan to attend. The registrar at your school will now be able to send your final transcript to the desired location after grades are posted.

1. Login to Naviance Family Connection

<http://connection.naviance.com/cascadehs>

<http://connection.naviance.com/everetths>

<http://connection.naviance.com/henrymjhs>

<http://connection.naviance.com/sequoiahhs>

## Log-in:

**username:** student ID

**password:** last 4 digits of your student ID **and** the **day** you were born  
(xxxx-last four digits of student ID and XX Birthday day)

Example: 999321

2. Click the **colleges tab**

A rectangular button with a light blue border and the word "colleges" in a blue, lowercase, sans-serif font. An orange arrow points from the text "colleges tab" in the previous block to this button.

colleges

3. Click the **link** for **colleges I'm applying to**

## my colleges

> [colleges I'm thinking about](#)

> [colleges I'm applying to](#)

A screenshot of a web interface titled "my colleges" in a light green header. Below the header are two links: "> colleges I'm thinking about" and "> colleges I'm applying to". The second link is circled in orange. An orange arrow points from the text "colleges I'm applying to" in the previous block to this link.

4. Below your list of colleges, you will see **College that I am attending**

## College that I am attending

(no college selected) ▼

(no college selected)

Arizona State Univ

Central WA Univ

U of Dayton

Everett CC

Gonzaga Univ

MA Inst of Tech

Washington State Univ

Western Washington Univ

Update

A screenshot of a web interface titled "College that I am attending". It features a dropdown menu with the text "(no college selected)" and a list of college names: Arizona State Univ, Central WA Univ, U of Dayton, Everett CC, Gonzaga Univ, MA Inst of Tech, Washington State Univ, and Western Washington Univ. The "Washington State Univ" option is highlighted in blue. To the right of the dropdown menu is a button labeled "Update", which is circled in orange. An orange arrow points from the text "College that I am attending" in the previous block to this button.

5. Using the drop – down list, select the college/school you have chosen to attend in the fall and click the button to **Update**
6. Now your registrar will be able to send your final transcript to the college/school where you plan to attend.