Naviance Student

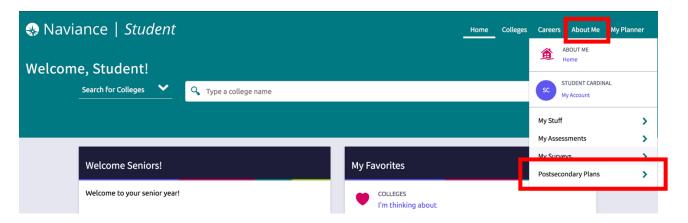
Log in

Go to https://student.naviance.com/bethlehemaca

Use your PowerSchool username and password

Please complete the Game Plan survey

- Select the About Me tab in the top right corner of the Home page and click on the Postsecondary Plans link

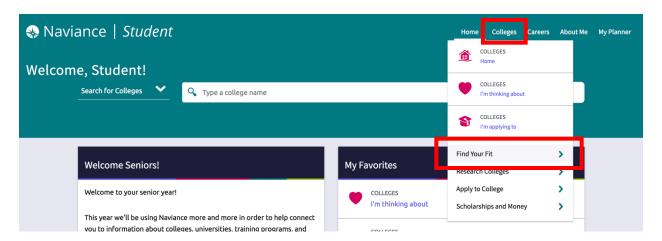


- Select the Game Plan survey from the drop-down menu
- Answer the questions to the best of your ability. This gives Naviance some information in order to recommend events, tools, and resources for you in the future.

Explore colleges and universities

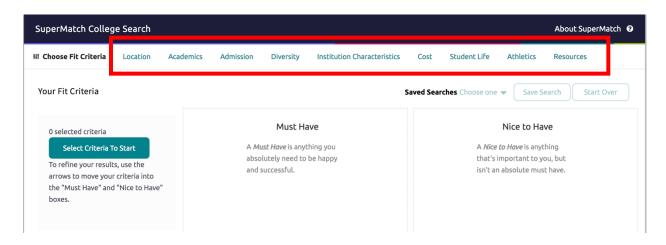
Find colleges that fit your preferences by completing the College SuperMatch

- Select the Colleges tab in the top right corner of the Home page and click on the Find Your Fit link



Select the SuperMatch from the drop-down menu

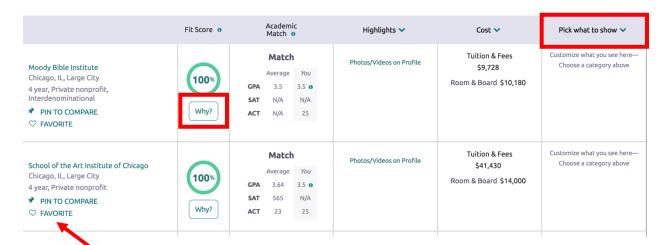
Select one of the criteria categories at the top to begin narrowing your college preferences



- As you select criteria, you will see them populate into the "Must Have" box. Click the arrow on the criteria to move it to the "Nice to Have" box depending on your preferences.



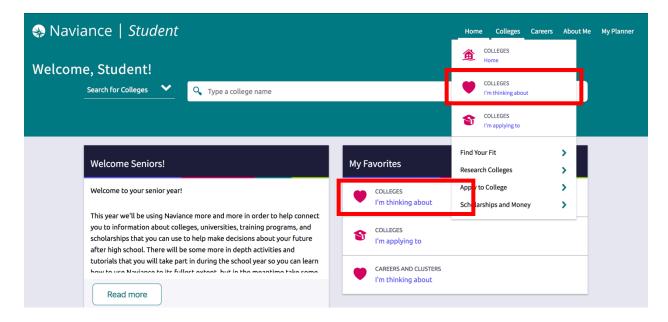
- Once you have selected your criteria, scroll down to view your college matches, sorted by best fit.
- Select additional criteria to compare colleges from the "Pick what to show" column and explore how the fit score is calculated with the "Why?" button



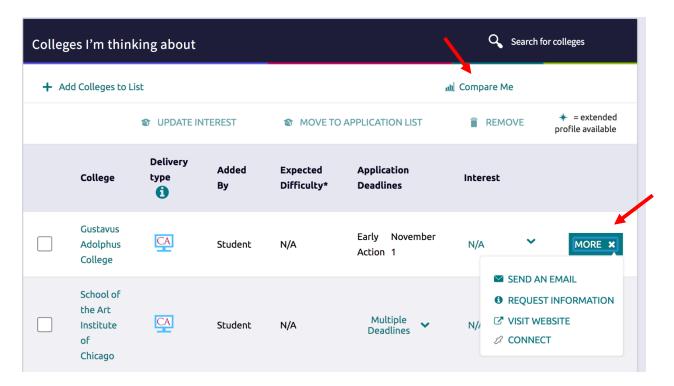
 Favorite colleges that you are thinking about or interested in to easily return to their profiles later.

Manage your colleges

- Go to the "Colleges I'm Thinking About" tab from the Home Page or Colleges drop-down menu



 Use this page to keep track of deadlines, request information from the college, visit their website, and compare yourself to accepted applicants.



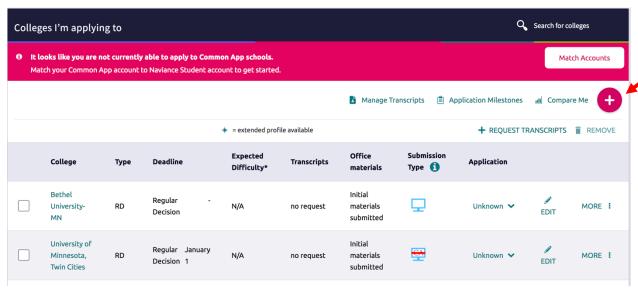
Adding applications

Add schools you've applied to one of the following ways:

 Select the college from your "Colleges I'm Thinking About" tab and use the "Move to Application List" function at the top of the list

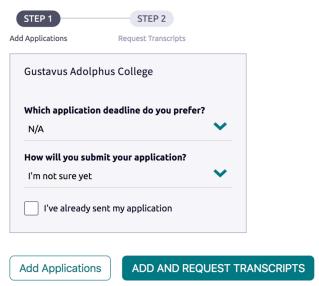
OR

 Select "Colleges I'm Applying to" from the Home Page or the "Colleges" drop-down menu



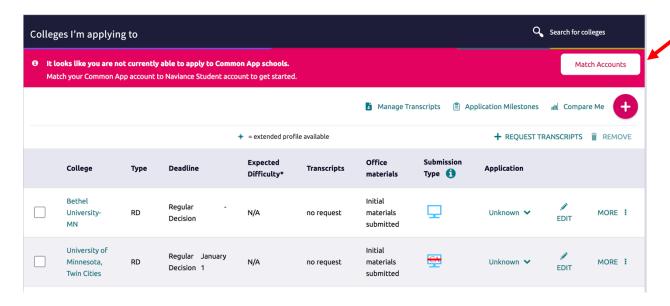
Click the + sign to add more colleges to your list

NEXT



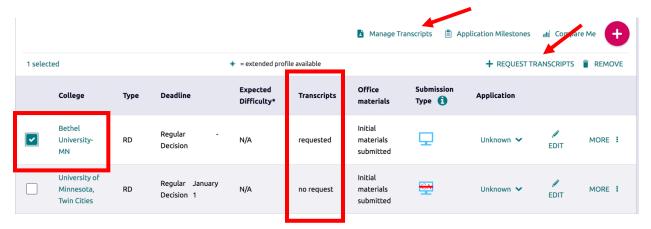
 Select the appropriate deadline, submission type (if known) and indicate whether you've already submitted your application. If you HAVE submitted your application, choose the "Add and Request Transcripts" option. If you HAVE NOT submitted your application, choose the "Add Applications" option.

If you are applying via the Common Application to ANY school make sure to match your account from the Common App's website.



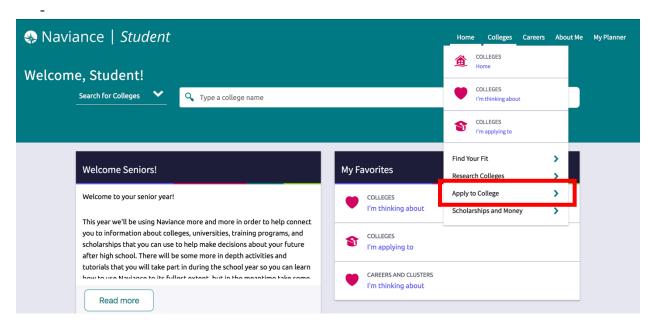
Requesting and Managing Transcripts

- Go to your "Colleges I'm Applying to" tab and select the schools for which you'd like to request transcripts. Select the "+ Request Transcripts" button
- Manage your transcript requests and see the status of your transcripts at the "Manage Transcripts" function or under the Transcripts column



Letters of Recommendation

 Select the Colleges tab in the top right corner of the Home page and click on the Apply to College link. Select Letters of Recommendation from the drop-down menu.



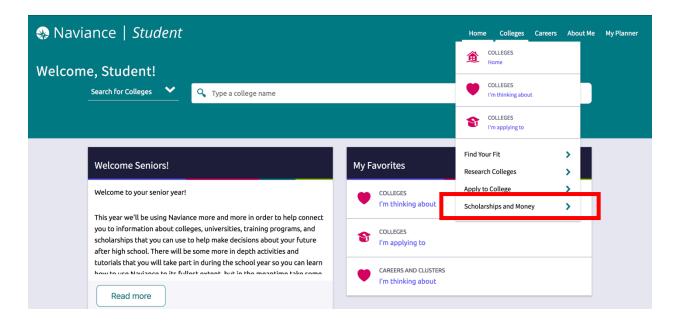
- Click the "Add Request" button to request a letter of recommendation from a BA faculty or staff member
- Select the individual from the drop-down menu and indicate which colleges you are requesting letters for. If you have not added any colleges to your application list, you may only select "All Colleges". If you do not want your letter to go to all colleges, please go back and add the college to your "Colleges I'm Applying To" list.
- Add a personal note to the individual regarding your request. They will receive this in the email request. It is best to ask them in person before sending them the request through Naviance.
- Once the request is submitted, teachers will be able to upload their letters and you will be able to track the progress through the Letters of Recommendation section.

Notes:

- If the name of the person you would like to request a letter from does not appear in the drop-down menu, please see your counselor.
- Recommenders are able to upload different letters of recommendation for each college even if you select the "All Colleges" option.
- If the individual that you are requesting a letter from doesn't know how to upload their letter, please direct them to your counselor.

Scholarships

- Go to the "Scholarships and Money" link from the "Colleges" drop-down menu



- From the drop-down menu, select one of the following:
 - Scholarship Match: view scholarships that you may meet the minimum criteria for
 - Scholarship List: view all scholarships that have been entered by the school or counseling team
 - Scholarship Applications: add scholarships as you apply to them and update as you have been awarded or denied scholarships
 - National Scholarship Search: use this function to search the national database hosted by Sallie Mae
- Check back regularly as scholarships are added to the list frequently!

If you are awarded a scholarship outside of the ones listed in Naviance (college or military based, local scholarship, etc.) please inform your school counselor so it can be added to your Naviance portfolio