

Using Naviance Student in the College Search and Application Process

Students should use Naviance throughout the college search and application process not only to organize their college lists and request letters of recommendation, but also to stay up-to-date on individual college visits and to register for on-site Instant Decision Days.

Some features to focus on:

What's New: Check here for notifications about visits from college representatives and updates regarding scholarship opportunities, college fairs and instant decision days.

College Search: Enter criteria such as size, location, cost, availability of specific majors or athletic programs, and students can produce a list of colleges that meet their criteria. From this search, you can develop the "colleges I'm thinking about" list. Eventually, you will move some of these schools to the "colleges I'm applying to" list. How to get there: Colleges – Find Your Fit – choose a search

College Match: College Match analyzes applications of other students to find colleges that have accepted students with a GPA and test scores similar to yours. When there, check out "Colleges That Have Accepted Students Like You" which analyzes application data from JTHS students to offer additional college options. How to get there: Colleges – Find Your Fit – College Match

Acceptance History: This feature shows all colleges to which JTHS students have reported being accepted. How to get there: Colleges – Research Colleges – Acceptance History

Scattergrams: This feature provides a graphical view of application outcomes (accepted, denied, waitlisted) at a college for recent JTHS applicants using GPA and test scores. Students can gauge their chances of acceptance by comparing personal GPA/SAT numbers with those displayed. How to get there: Colleges – Find Your Fit – Scattergrams

Scholarships: Here, you can do a national scholarship search, view and access current local scholarships, and do a scholarship match. How to get there: Colleges – Scholarships and Money

Requesting Teacher Recommendations Using Naviance:

Always ask a teacher if they will write a letter of recommendation for you *in person first*. You will use a "Teacher Recommendation Request Form" – available in the counseling office – to do this. After you've done this, log into Naviance and follow these steps: **YOU MUST ASK YOUR TEACHER IN PERSON PRIOR TO REQUESTING A LETTER OF RECOMMENDATION ON NAVIANCE**

- Click on the "College" tab
- Click on "Letters of Recommendation"
- Click on "Add Request"
- Choose a teacher from the drop down menu
- Answer #2: ALWAYS CHECK THE "ALL COLLEGE" TAB!! ADD THE TEACHER THAT IS YOUR PRIORITY FIRST AS YOU WILL BE BLOCKED FROM ADDING ANOTHER IF THE SCHOOL ONLY REQUIRES 1 TEACHER RECOMMENDATION LETTER
- Complete #3 – this is your opportunity to both remind and thank your teacher!
- Click "Submit Request"