

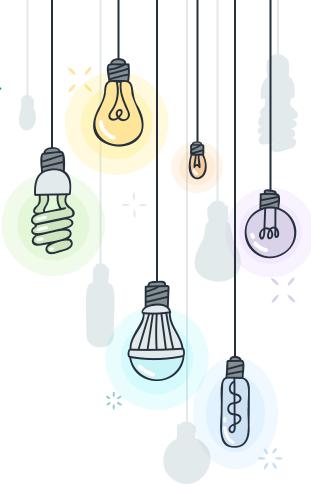
## ACCESSING NAVIANCE Getting Logged In



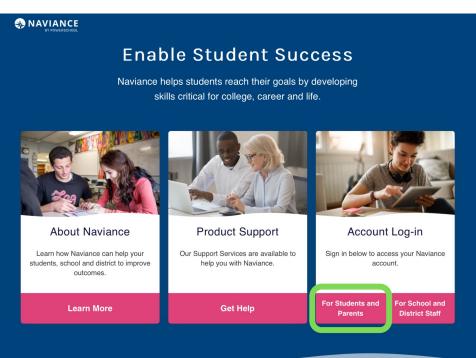
## **ACCESSING YOUR NAVIANCE STUDENT ACCOUNT**

All students are required to use their Naviance student account. Naviance is the secure portal that we use to send all required documents

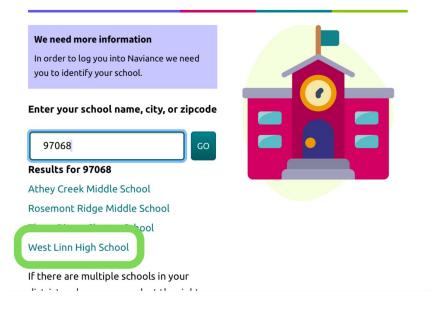
- Official transcripts
- Letters of recommendation
- School profile
- Counselor recommendations
- Common App School Report



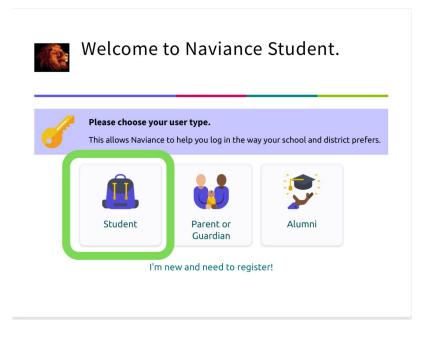


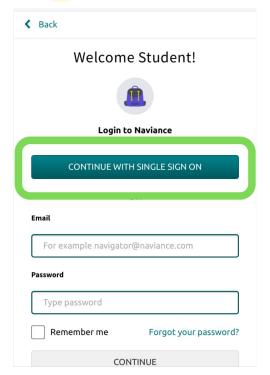


#### Which school would you like to login to?

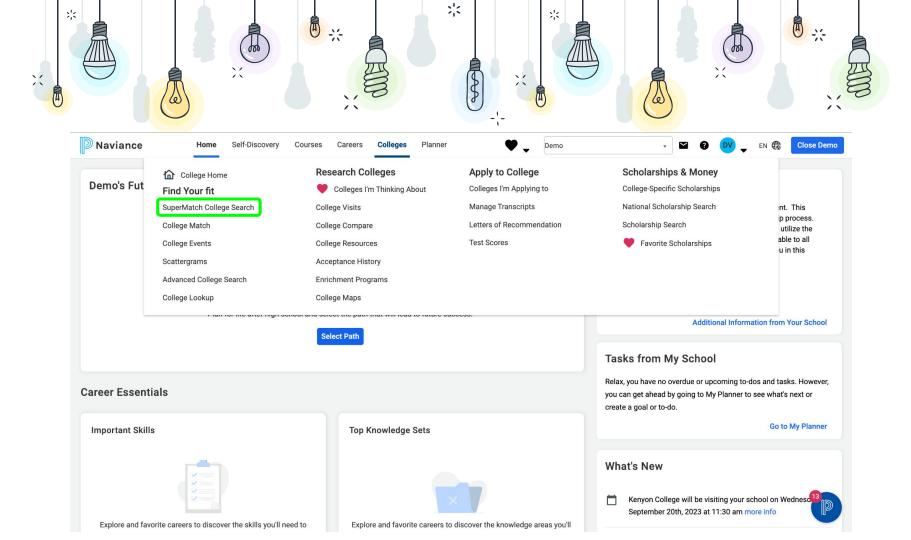




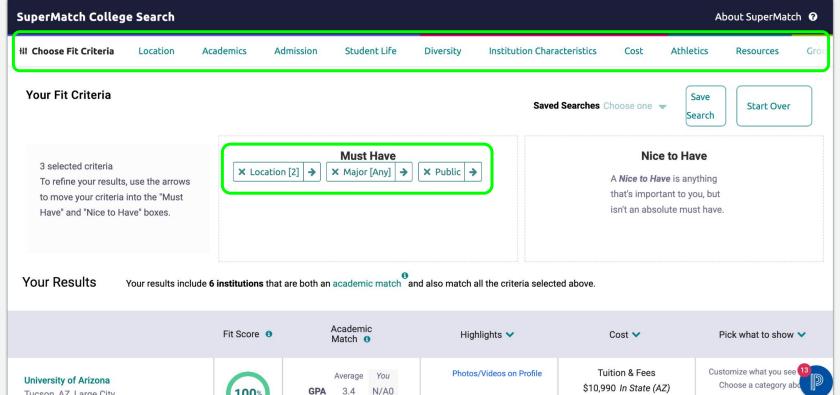




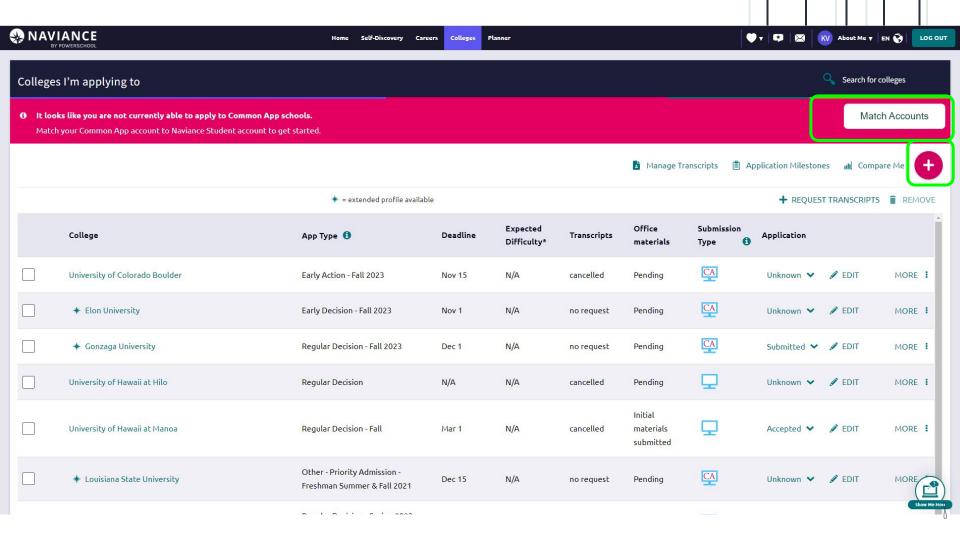


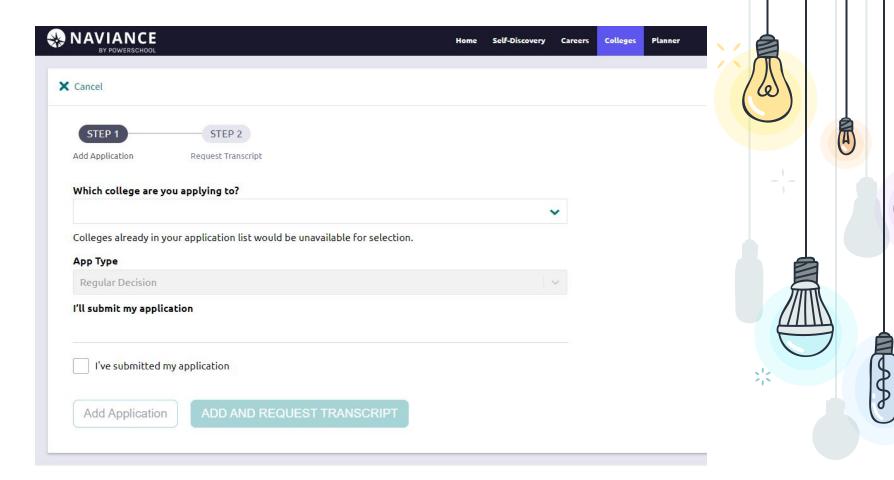






Tucson, AZ, Large City







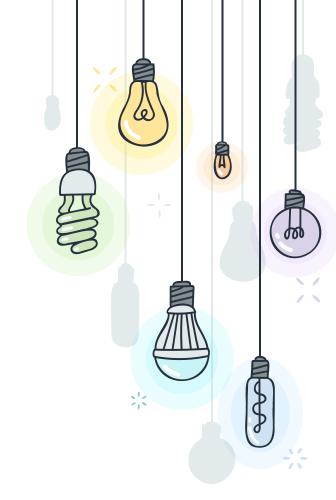
## LETTERS OF RECOMMENDATION REQUESTS



### **LETTERS OF RECOMMENDATION**

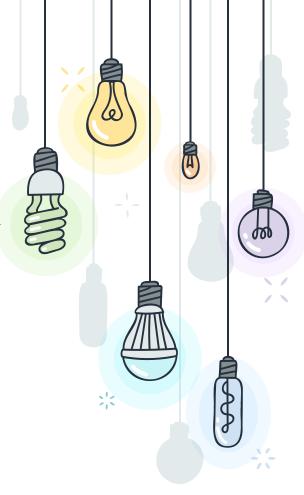
Not all colleges want a letter of recommendation.

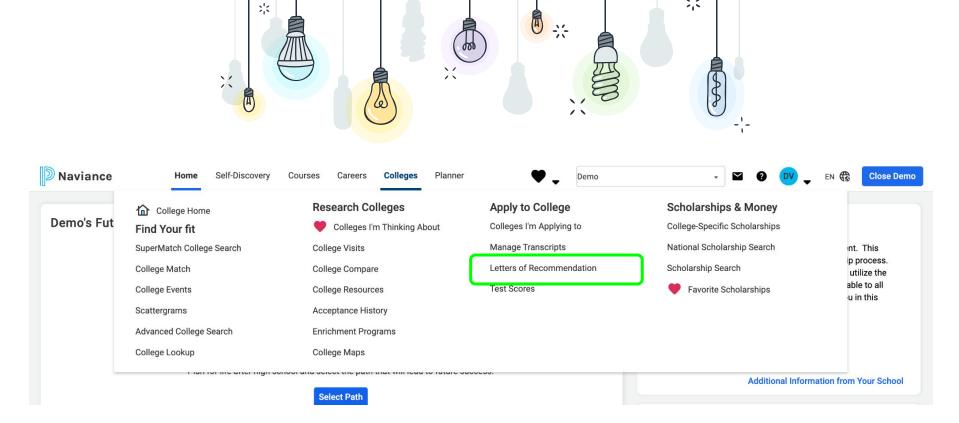
- Who can/should you ask?
- + Student Info Form
- + FERPA Waiver
- \* You must request through Naviance



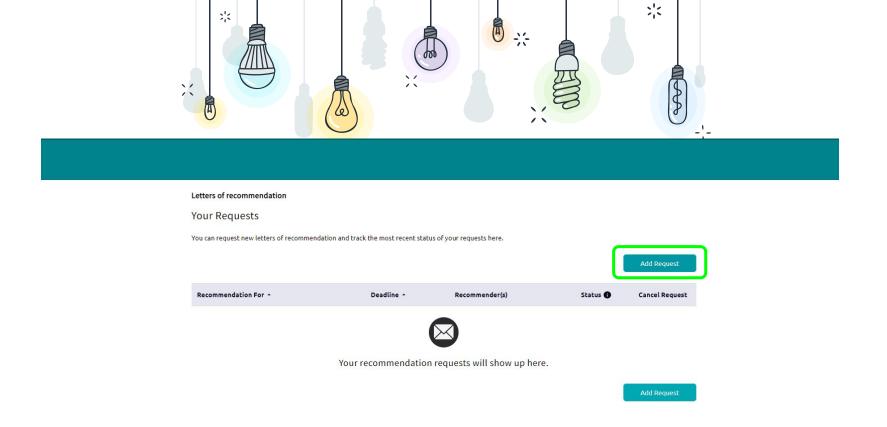
## LETTER OF RECOMMENDATION PROCESS

- Ask the teacher in person if they are willing to and/or have time to write a LOR for you at least 2 weeks in advance
- Provide the teacher/ counselor with a completed Student Information Form
- Submit the official LOR request in Naviance.

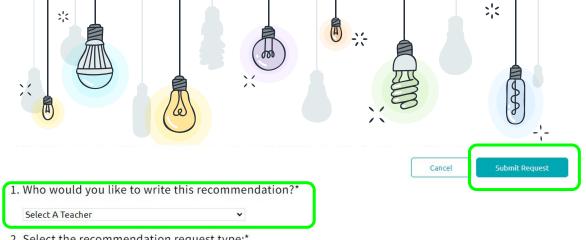




## REQUESTING A TEACHER LETTER OF RECOMMENDATION



## REQUESTING A TEACHER LETTER OF RECOMMENDATION



2. Select the recommendation request type:\*

Select All	Colleges ^	Due *	
	Elon University 0 required / 1 allowed / 0 requested	Nov 01 2022	
	Gonzaga University 1 required / 2 allowed / 0 requested	Dec 01 2022	
	Louisiana State University 1 required / 4 allowed / 0 requested	Dec 15 2022	
	Loyola Marymount University 1 required / 3 allowed / 0 requested	Oct 15 2022	
	San Diego State University required / allowed / 0 requested	Nov 30 2022	

REQUESTING A TEACHER LETTER OF RECOMMENDATION

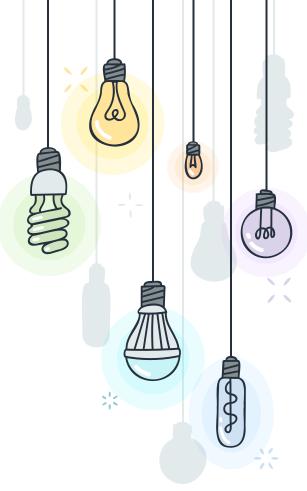


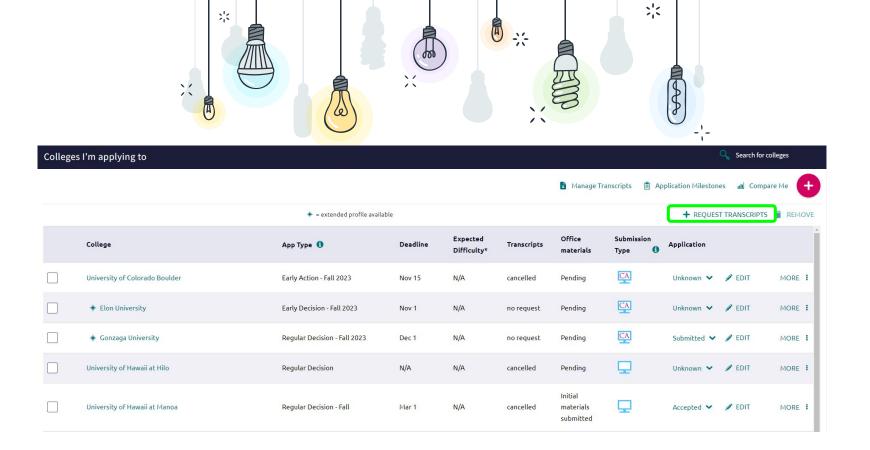
## REQUESTING A TRANSCRIPT

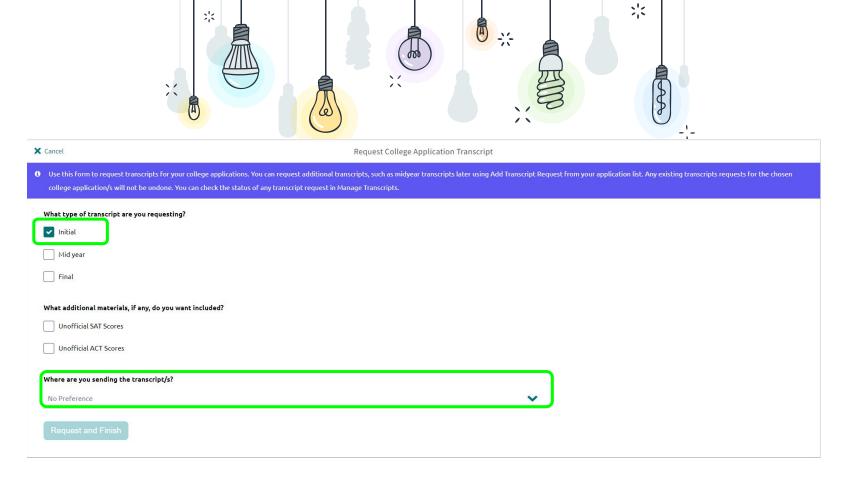


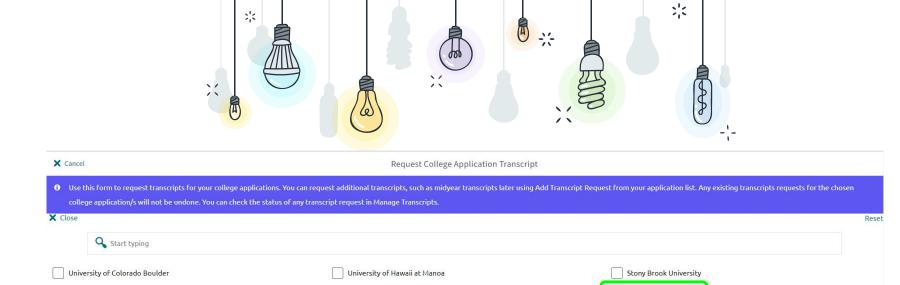
### SENDING OFFICIAL TRANSCRIPTS

You **must** request your transcripts to be sent in Naviance. Naviance is the integrated portal that allows the counseling department to complete the additional required documents and official transcripts.









Louisiana State University

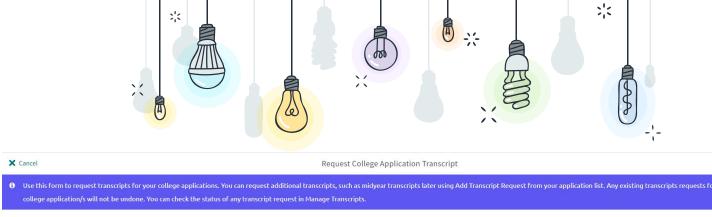
Elon University

Gonzaga University

University of Hawaii at Hilo

# Loyola Marymount University San Diego State University University of Utah DONE

University of Oregon



* Cancel	Request College Application Transcript			
<b>0</b> Use this form to request transcripts for your college applications. You can request additional trans college application/s will not be undone. You can check the status of any transcript request in Man	scripts, such as midyear transcripts later using Add Transcript Request from your application list. Any existing transcripts requests for the chosen nage Transcripts.			
What type of transcript are you requesting?  Initial  Mid year  Final				
What additional materials, if any, do you want included?  Unofficial SAT Scores  Unofficial ACT Scores				
Where are you sending the transcript/s?  X Gonzaga University  University of Oregon  Request and Finish	~			