

Step 1: Adding Colleges to Naviance Student

- 1. Create a Common App account on the <u>Common App Online (If not applying Common App skip to step 5)</u>
- 2. Sign the Common App FERPA Waiver and add your high school information on the <u>Common App Online</u> (If N/A skip to step 5)
- 3. Add the colleges you are applying to on your Common App account (If N/A skip to step 5)
- 4. Sign into Naviance Student and click on **Colleges I'm Applying to**. Click the **Matchacoust** button to match your Common App account to Naviance Student. Your colleges that you added to the Common App, will now show up under the **Colleges I'm Applying to list** in Naviance Student. (*If not applying Common App skip to step 5*)

My Favorites				
۲	COLLEGES I'm thinking about			
٢	COLLEGES I'm applying to			
۲	CAREERS AND CLUSTERS I'm thinking about			

Colleges I'm applying to	Search for colleges		
It looks like you are not currently able to apply to Common App schools.	Match Accounts		

5. If starting at this step, sign into Naviance Student and click on **Colleges I'm Applying to**. If you are applying to other schools outside of the Common App or are not using the Common App, click the pink plus sign **(C)** to add a college you are applying to list.





6. Choose your **App Type** (Regular Decision, Early Decision, etc.), **select how you will submit your** application (Common App or Directly to Institution – DO NOT FORGET THIS STEP), and check the box if you have **submitted your application** to the college.

Which college are yo	ou applying to?				
University of chi					
University of Chicag	University of Chicago			Search for your college	
Colleges already in ye selection.	our application list would be unavailab	le for			
Арр type					
Regular Decision Ja	nuary 2	~	-	Select your application ty	pe
I'll submit my applic	ation				
l'm not sure yet		×.	Fell vour	Do NOT forget this step!!! counselor how you applied	
I've submitted m	ny application	"Com	imon Ap	p" or "Directly to the institutio	n"
Add Application	Add your college	to your ac	tive app:	lication list	
	Via Common App Direct to the institution ✓ I'm not sure yet				
	I've submitted my application				
	Add Application				
	selection. App type Regular Decision Ja I'll submit my applic I'm not sure yet I've submitted m Add Application	selection. App type Regular Decision January 2 I'll submit my application I'm not sure yet I've submitted my application Add Application Via Common App Direct to the institution V'I'm not sure yet I've submitted my application Via Common App Direct to the institution V'I'm not sure yet I've submitted my application Add Application Add Application	centre geo uncedo y in your opplication use would be unorandisterior selection. App type Regular Decision January 2 I'll submit my application I'm not sure yet I'n not sure yet I've submitted my application Add Application Via Common App Direct to the institution I'm not sure yet I've submitted my application Add Application Via Common App Direct to the institution I've submitted my application Add Application	selection. App type Regular Decision January 2 I'll submit my application I'm not sure yet I've submitted my application Add Application Via Common App Direct to the institution Via Common App	selection. App type Regular Decision January 2 'Il submit my application I'm not sure yet I'm submitted my application Add Application Via Common App Direct to the institution Via Common App Direct to the institution I've submitted my application Add Application I've submitted my application

