

Starting the College Application Process



NAVIANCE

College Connection for High School Students

YOU'RE A SENIOR - NOW WHAT?!

RESEARCH...

- ❑ “Visit” colleges & universities
 - ❑ Colleges are hosting virtual zooms - sign up under “What’s New” in Naviance
 - ❑ 3 excused absences to see campuses in real life!
- ❑ Explore colleges through SuperMatch (under “Colleges I’m Thinking About”)
 - compare in-state and out of state, average GPA, diversity, location & more

APPLY...

- ❑ Set up a Common App account - www.commonapp.org
 - Fill out the “Education” section under the “Common App” tab
 - Pick at least one college to add to “My Colleges” tab
 - Remember, not all colleges use Common App! If a college you’re interested in does not show up under “College Search” you will have to apply directly with that college. You will also have to add that college separately in Naviance.
- ❑ Authorize release of your information through FERPA (which is under “My Colleges”, “Recommenders & FERPA”)

YOU'RE A SENIOR - NOW WHAT?!

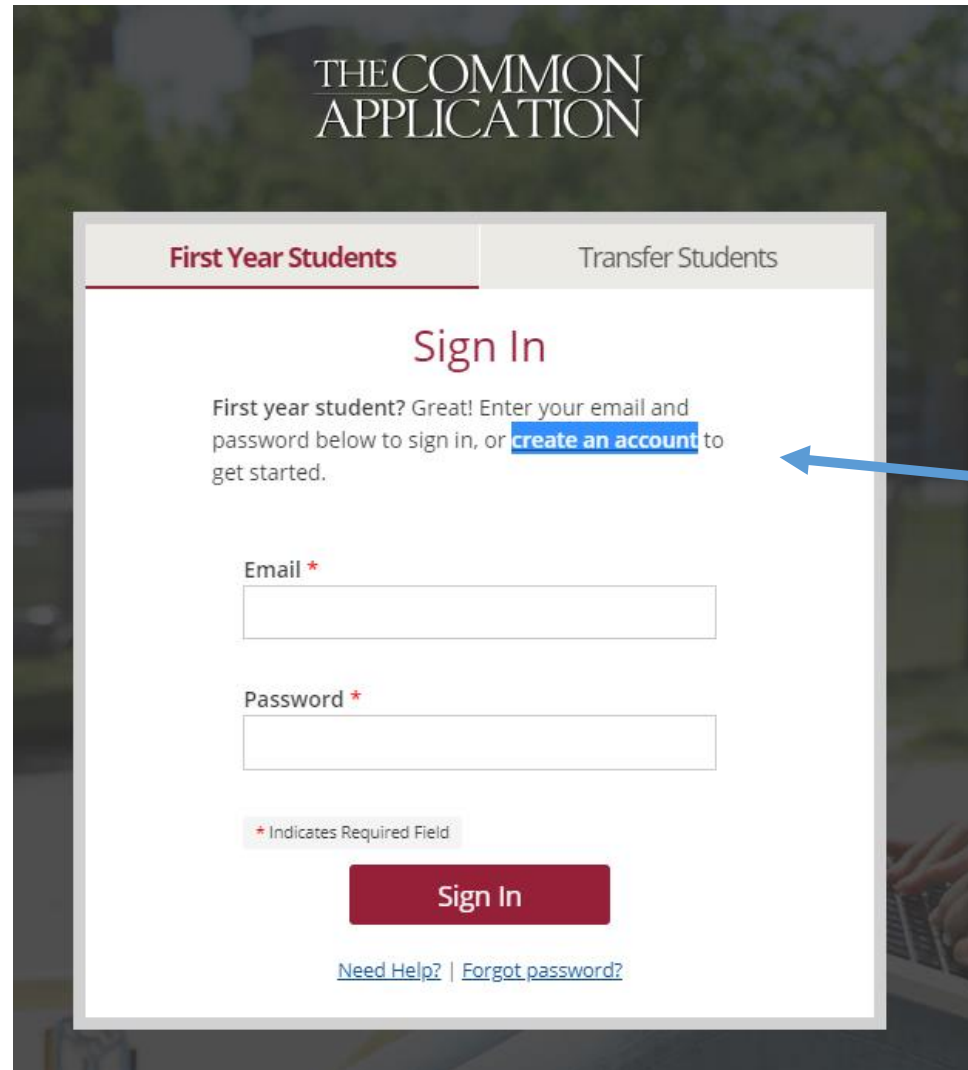
- ❑ Sign in to Naviance (through the Naviance app OR online at <https://student.naviance.com/hilhbr>)
 - ❑ Go to "Colleges I'm Applying To" and "Match Common App Account"
 - ❑ "Request Transcripts" and choose "Early Action" or "Regular Decision" for each college.
Also choose if you want to apply via Common App or via college website. You can also add colleges to this list that are not Common App schools.
→ Take note of each college's deadline (*Early Action is before Winter Break!*)
- ❑ Ask at least one teacher *in person* to write a letter of recommendation singing your praises! Then request them online through Naviance, under "Colleges I'm Applying To"
- ❑ Finish Common App, Essay, Supplemental Questions and submit application! Wahoo!
→ *Counselor will send transcript and documents through Naviance*

YOU'RE A SENIOR - NOW WHAT?!

Then....

- ❑ Send ACT or SAT scores directly to colleges through ACT or SAT websites (remember, a lot of colleges are going "test optional" but ACT/SAT scores can help with scholarships!)
- ❑ Check back on Naviance regularly for local and regional scholarships \$\$\$\$
 - ❑ "College" tab → "Scholarships & Money" → "Scholarship List"
 - ❑ Check out national scholarship search engines like fastweb.com
- ❑ Set up FAFSA account - www.fafsa.ed.gov
 - This you need to do with your parent/guardian; it can take awhile!
 - College & Universities use this information to provide a financial aid package for you based on your family's income and their tuition

- ❑ Set up a Common App account - commonapp.org
 - ❑ Click on [create an account](#) – you will be a *first year student*



The screenshot shows the Common App website's sign-in interface. At the top, the text "THE COMMON APPLICATION" is displayed. Below it, there are two tabs: "First Year Students" (which is selected and highlighted in red) and "Transfer Students". The main heading is "Sign In". A message reads: "First year student? Great! Enter your email and password below to sign in, or [create an account](#) to get started." A blue arrow points from the right side of the image to the "create an account" link. Below the message are two input fields: "Email *" and "Password *". A small note below the fields states: "* Indicates Required Field". At the bottom of the form is a red "Sign In" button. Below the button are two links: "Need Help?" and "Forgot password?".

→ Fill out the "Education" section under the "Common App" tab

The image shows a screenshot of the Common App website interface. At the top, there is a navigation bar with five tabs: "Dashboard", "My Colleges", "Common App", "College Search", and "Financial Aid Resources". The "Common App" tab is highlighted with a blue border. On the left side, there is a sidebar menu titled "Common Application" with several categories: Profile, Family, Education, Testing, Activities, Writing, and Courses & Grades (with a sub-item "0 College(s) Require"). The "Education" category is highlighted with a blue arrow pointing to it. In the center, there is a white box with a black border containing the text: "Fill out everything that has a RED" and "All of the categories must be completed". To the right of this text is a red asterisk icon. Two blue arrows originate from this central box: one points to the "Education" category in the sidebar, and the other points to a list of application sections on the right. This list includes: Address, Contact Details, Demographics, Geography, Language, Citizenship, and Common App Fee Waiver.

Dashboard My Colleges **Common App** College Search Financial Aid Resources

Common Application

- ☐ Profile
- ☐ Family
- ☒ Education
- ☐ Testing
- ☐ Activities
- ☐ Writing
- ☐ Courses & Grades
0 College(s) Require

Fill out everything that has a RED

All of the categories must be completed

- ▶ Address
- ▶ Contact Details
- ▶ Demographics
- ▶ Geography
- ▶ Language
- ▶ Citizenship
- ▶ Common App Fee Waiver

→ Pick at least one college to add to "College Search" tab

Dashboard My Colleges Common App **College Search** Financial Aid Resources

Criteria Application Requirements

College or City Name

Separate multiple search terms with a comma, e.g.: Washington, Boston

Instructions and Help [How do I search for a college?](#)

Once you have added a college
You will get the Result List
Check the Box and click ADD

Result List [request information](#) [college's website](#)

<input type="checkbox"/>	Member Name	Location	Country	Type
<input type="checkbox"/>	The Ohio State University request information	Columbus - OH	USA	Coed

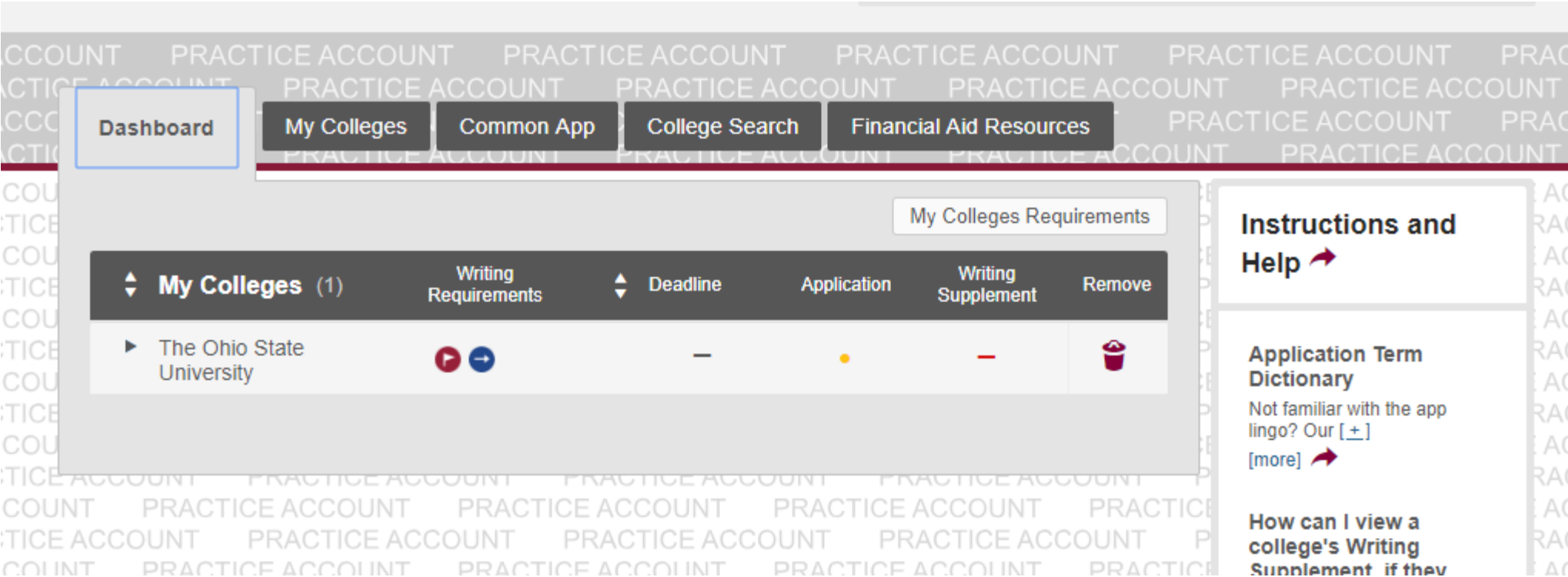
[Add](#)

- ❑ Authorize release of your information through FERPA (which is under "My Colleges", "Recommendors & FERPA")

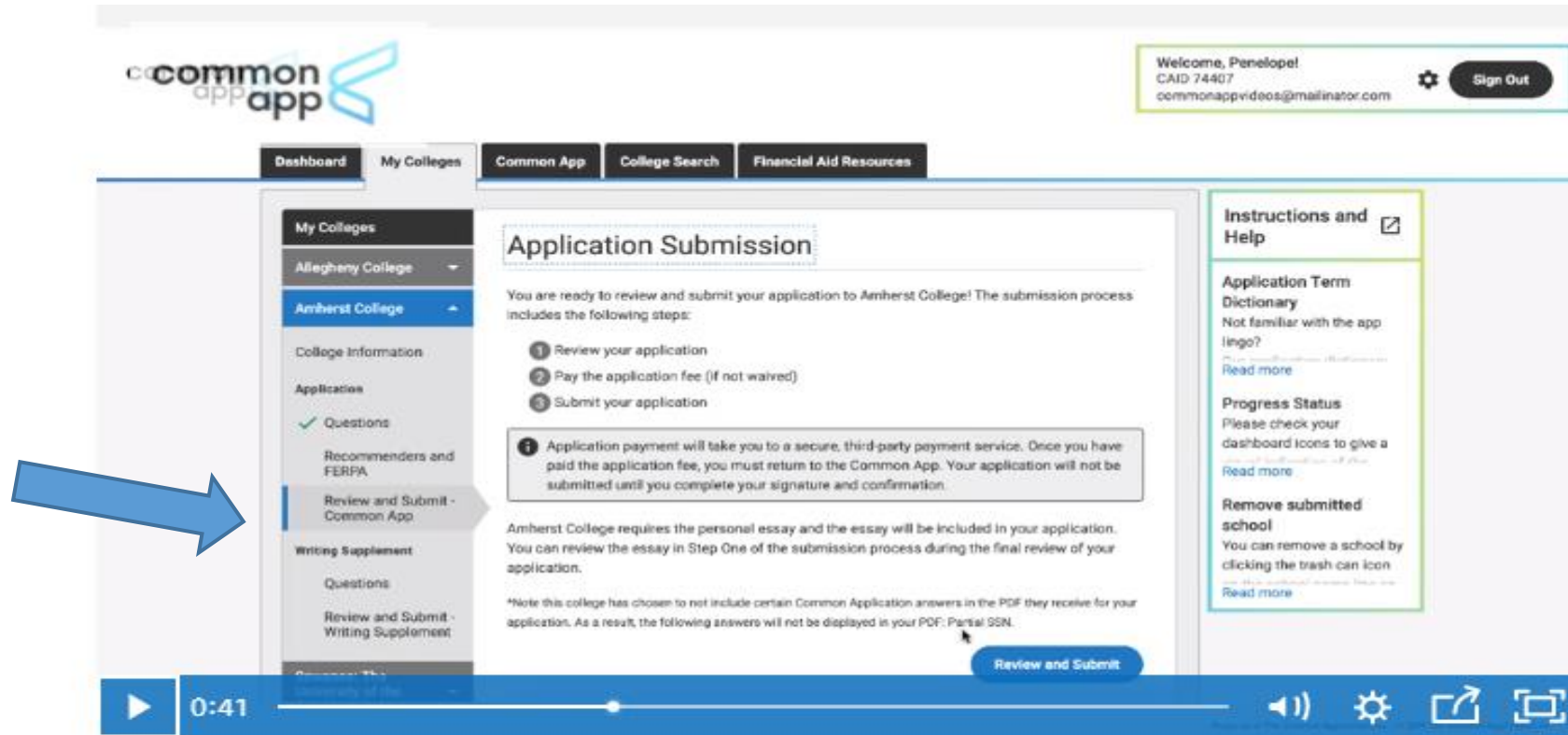
The screenshot shows the Ohio State University application portal. At the top, the user's email address 'Chris_McCabe@hboe.org' is displayed. Below this is a navigation bar with tabs: 'Dashboard', 'My Colleges' (highlighted with a blue border), 'Common App', 'College Search', and 'Financial Aid Resources'. The main content area is divided into three columns. The left column, titled 'The Ohio State University', contains a sidebar with the heading 'Application (0 of 3 Completed)' and three options: 'Questions', 'Recommendors and FERPA' (indicated by a blue arrow), and 'Review and Submit - Common App'. The middle column contains 'Contact Info' (Phone: (614) 292-3980, Fax: P.O. Box 182646, Columbus, OH 43218-2646 USA, Email: askabuckeye@osu.edu, and links to 'View College Website', 'Virtual Tour', and 'College Navigator (Department of Education)'); 'Application Deadlines' (Autumn 2019 (Begins in August) and Spring 2019 (Begins in January) with their respective first year admission dates); and 'Application Information' (Application Fees: First Year Domestic Fee- \$60, First Year International Fee- \$70, and Standardized Test Policy). The right column contains 'Instructions and Help' with links to 'Can a college see the list of colleges on the My Colleges list?' and 'How can I view a college's Writing Supplement, if they have one?'. A blue arrow points from the 'Recommendors and FERPA' option in the sidebar to the 'Can a college see the list of colleges on the My Colleges list?' link in the right column.

Remember if you do not have the Education section completed, you will not be able to complete the "Recommendors & FERPA")

Click on the Dashboard to see what colleges you have added to the common App



Are you ready to submit your application?



- ❖ Click on My Colleges
- ❖ Click on Review and Submit Common App
- ❖ Follow the prompts

Submission is a three-step process:

- 1) Reviewing your application.
- 2) Paying the application fee.*
- 3) Submitting your application.

7. Submit your application

Review and submit your application

The screenshot shows the Common App 'Review and Submit' interface. The modal contains the following text:

- ☒ I agree to notify the institutions to which I am applying immediately should there be any change to the information requested in this application, including disciplinary history.*
- ☒ I understand that once my application has been submitted it may not be altered in any way; I will need to contact the institution directly if I wish to provide additional information.*
- ☒ I acknowledge that I have reviewed the application instructions for the college receiving this application. I understand that all offers of admission are conditional, pending receipt of final transcripts showing work comparable in quality to that upon which the offer was based, as well as honorable dismissal from the school.*
- ☒ I affirm that I will send an enrollment deposit (or equivalent) to only one institution; sending multiple deposits (or equivalent) may result in the withdrawal of my admission offers from all institutions. [Note: students may send an enrollment deposit (or equivalent) to a second institution where they have been admitted from the waitlist, provided that they inform the first institution that they will no longer be enrolling.]*

Below the checkboxes are fields for 'Signature *' (containing 'Pe') and 'Date *'. At the bottom of the modal are 'Back' and 'Submit' buttons.

- ❖ Pay your fee
- ❖ Sign your name
- ❖ Hit the submit button

Submission is a three-step process:

- 1) Reviewing your application.
- 2) Paying the application fee.*
- 3) Submitting your application.


Now Log on to Naviance through the Bradley Web Site

Ready for Tomorrow

HBR PARENT INFO HBR STUDENT INFO


Hilliard **Bradley** High School

Home About Us Our Staff News & Info Guidance Academics Performing Arts Athletics




ference

- chedule
- Report
- enter
- Handbook
- Manual




Activities

- Activity Calendar
- Clubs
- Renaissance Program
- Yearbook
- Application for Yearbook



Tools

- Canvas
- Google Apps for Education
- Home Access Center (HAC)
- Naviance 

Log in screen



Welcome to Naviance Student

Welcome to Naviance! STUDENTS - Please login using your standard Hilliard City Schools network username and password. PARENTS - First time visit, please click the 'I need to Register' link on right side of screen to create your account.

Email or Username

Password

☐ Remember me

[Forgot your password?](#)

Login

Are you new here?

[I need to register](#)

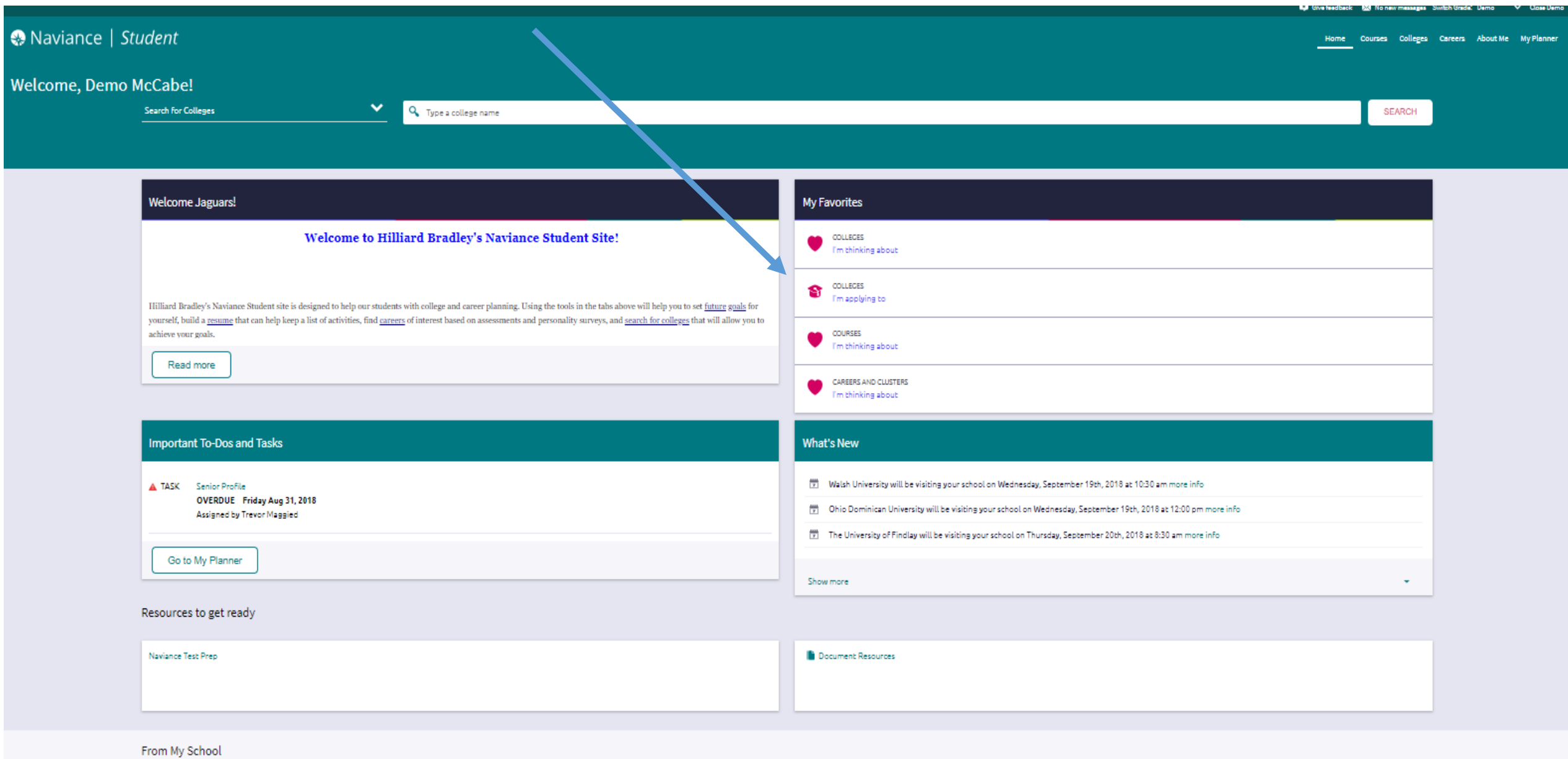
Hilliard Bradley High School

2800 Walker Road

Hilliard , OH 43026

[Privacy Policy](#)

Go to "Colleges I'm Applying To" and "Match Common App Account"



The screenshot shows the Naviance Student website interface. At the top, there is a teal header with the Naviance logo and 'Student' text on the left, and navigation links (Home, Courses, Colleges, Careers, About Me, My Planner) on the right. Below the header, a welcome message 'Welcome, Demo McCabe!' is displayed. A search bar with the placeholder 'Type a college name' and a 'SEARCH' button is located below the welcome message. A blue arrow points from the top of the page down to the 'Colleges I'm applying to' link in the 'My Favorites' section.

Naviance | Student

Welcome, Demo McCabe!

Search For Colleges

Type a college name

SEARCH

Welcome Jaguars!

Welcome to Hilliard Bradley's Naviance Student Site!

Hilliard Bradley's Naviance Student site is designed to help our students with college and career planning. Using the tools in the tabs above will help you to set future goals for yourself, build a resume that can help keep a list of activities, find careers of interest based on assessments and personality surveys, and search for colleges that will allow you to achieve your goals.

Read more

Important To-Dos and Tasks

TASK Senior Profile
OVERDUE Friday Aug 31, 2018
Assigned by Trevor Maggied

Go to My Planner

Resources to get ready

Naviance Test Prep

My Favorites

- COLLEGES I'm thinking about
- COLLEGES I'm applying to
- COURSES I'm thinking about
- CAREERS AND CLUSTERS I'm thinking about

What's New


- Walsh University will be visiting your school on Wednesday, September 19th, 2018 at 10:30 am [more info](#)
- Ohio Dominican University will be visiting your school on Wednesday, September 19th, 2018 at 12:00 pm [more info](#)
- The University of Findlay will be visiting your school on Thursday, September 20th, 2018 at 8:30 am [more info](#)

Show more

Document Resources


From My School


Remember that you must use your common app email address
to make this work – click on Match Accounts

 Naviance | *Student*




HomeCollegesCareersAbout MeMy Planner


Colleges I'm applying to



 Search for colleges

 It looks like you are not currently able to apply to Common App schools.
Match your Common App account to Naviance Student account to get started.

Match Accounts

 Manage Transcripts Compare Me

 = extended profile available

 REQUEST TRANSCRIPTS REMOVE

College that I'm attending

Note: Once you match account, your FERPA status can no longer be changed and you cannot unmatch your account.

We're excited that you are ready to apply to colleges. Some colleges allow you to apply with Common App. You can match your Common App and Naviance Student account to track your applications in one place! In just a few short steps, we'll have your accounts matched.

Get Started with Common App

You have already done these two parts

- Create a Common App account on [Common App Online](#)
- Sign the Common App (CA) FERPA Waiver on [Common App Online](#)

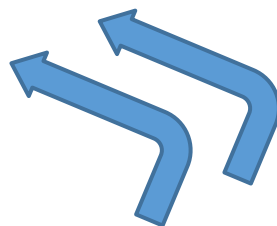
Match Your Accounts

Tell us the email address you are using for Common App and your date of birth.

Common App Email Address

Date of Birth

Match Accounts



Remember that you must use your common app email address to make this work, then click Match Accounts

TIPS

These tips will help you successfully match your accounts.

- Make sure you use the **email address** that you chose for your Common App account
- Make sure that **last name** on your Naviance Student account matches the last name you used to create your Common App account.
- Make sure the **date of birth** on your Naviance Student account matches the date of birth on your Common App account.

[I don't need this](#)

Add the colleges you are applying to

✕ Cancel

Add New College Application

STEP 1

STEP 2

Add Application

Request Transcript

Which college are you applying to?

The Ohio State University

The Ohio State University

The Ohio State University, Agricultural Technical Institute

The Ohio State University at Lima

The Ohio State University at Mansfield

The Ohio State University at Marion


☐ I've submitted my application

Add Application

ADD AND REQUEST TRANSCRIPT

Once you have added colleges click here to Add and Request Transcripts

Click the initial box and hit the Request and Finish button

 Use this form to request transcripts for your college applications. You can request additional transcripts, such as midyear transcripts later using Add Transcript Request from your application list. Any existing transcripts requests for the chosen college application/s will not be undone. You can check the status of any transcript request in Manage 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?

 The Ohio State University



Request and Finish

Now we want to select how you submit your applications, Click the Edit tab

Colleges I'm applying to

✓ Your Common App account has been matched.

Your FERPA status is waived. You're ready to apply to colleges using Common App.

Manage Transcripts

Compare Me

= extended profile available

+ REQUEST TRANSCRIPTS

REMOVE

College	Type	Deadline	Transcripts	Office materials	Submission Type	Application	
<input type="checkbox"/> Capital University	RD	Regular Decision	- no request	Pending		Unknown	<div><div> EDIT</div><div>MORE</div></div>

College that I'm attending:

N/A

Update

Letters of recommendation

Some colleges require letters of recommendation to be submitted with your application. Please visit the [letters of recommendation section](#), accessible from the main colleges page, for more information

Click on Via Common App for each college Than his the Save College Application Button

Naviance | Student

HomeCollegesCareersAbout MeMy Planner

Quick Links

MORE SEARCH OPTIONS

SuperMatch@

Advance college search

College lookup

MY COLLEGES

Upcoming college events

Colleges match

Colleges Visits

Colleges I'm thinking about

Colleges I'm applying to

Letters of recommendation

X CANCEL

Edit College Application

Capital University (OH)

Have you submitted your application?

☐ I've submitted my application

☐ Via Common App

☐ Direct to the institution

☒ I'm not sure yet

College Deadline

No Date

Counselor Override

Not Applicable

Save College Application

App type

Regular Decision

Result

Unknown

Waitlisted/Deferred

N/A

Interest

N/A

Format

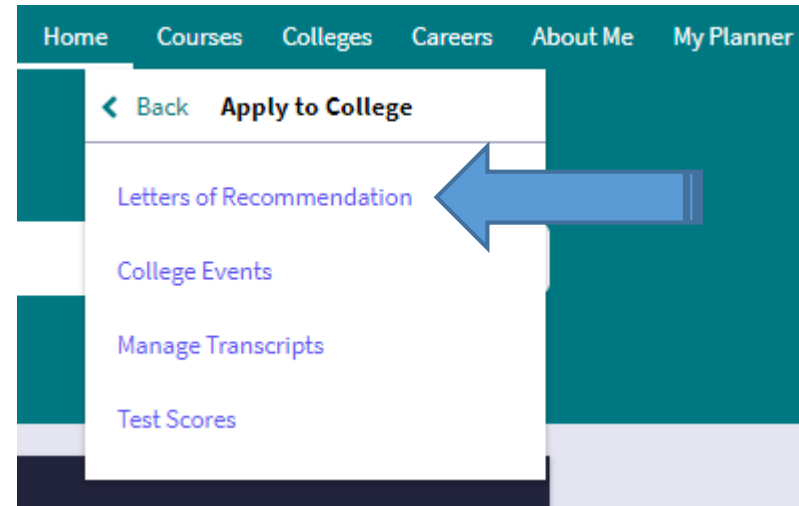
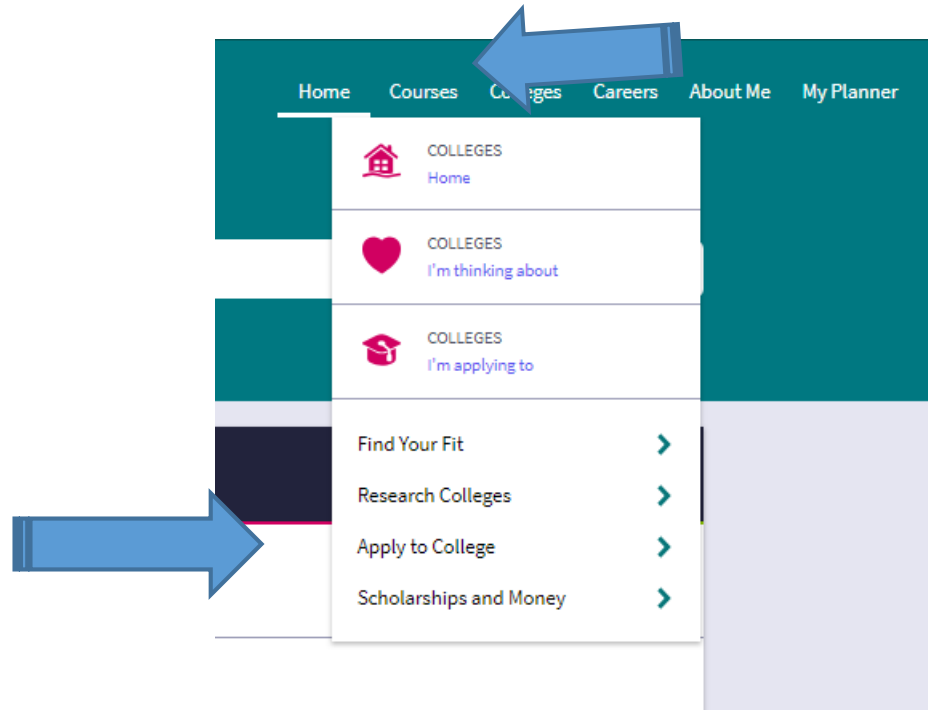
N/A

How to request Letters of Recommendations

Click on Colleges

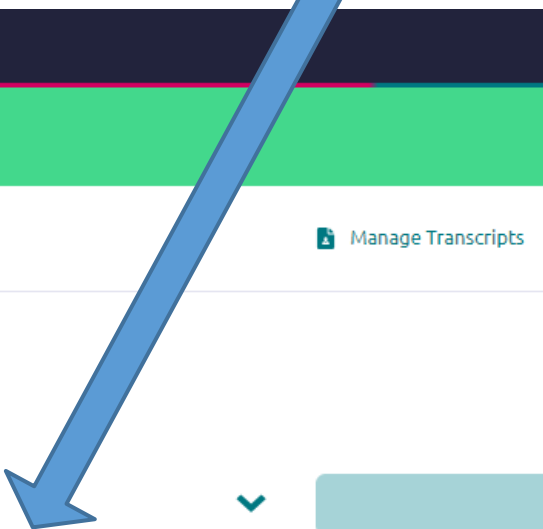
Click on Apply to College

Click on Letters of Recommendations



Click on the Letters of Recommendations

Remember to let the teacher know first that you would like a recommendation



Colleges I'm applying to

Search for colleges

✓ Your Common App account has been matched.
Your FERPA status is not waived. You're ready to apply to colleges using Common App.

Manage Transcripts Application Milestones Compare Me

+ REQUEST TRANSCRIPTS REMOVE

* = extended profile available

College that I'm attending:

N/A

Update

Letters of recommendation

Some colleges require letters of recommendation to be submitted with your application. Please visit the [letters of recommendation section](#), accessible from the main colleges page, for more information

Click on Add Request

Letters of recommendation

Your Requests

You can request new letters of recommendation and track the most recent status of your requests here.

Add Request

Recommendation For ^	Deadline ^	Recommender(s)	Status ⓘ	Cancel Request
----------------------	------------	----------------	----------	----------------



Your recommendation requests will show up here.

Add Request

Pick the teacher
Include a note and Thank the Teacher
Hit submit request



Letters of recommendation

Add new request

Here you can ask a teacher to write you a letter of recommendation. If you don't have any colleges in your list yet, you may still make a request. Make sure you give your teachers plenty of time to write your recommendations!

Cancel

Submit Request

1. Who would you like to write this recommendation?*

Select A Teacher ▼

2. Select which colleges this request is for:*

- ☐ Choose **specific** colleges from your *Colleges I'm Applying To* list
- ☐ All current and future colleges I add to my *Colleges I'm Applying To* list ⓘ

3. Include a personal note to remind your recommender about your great qualities and any specifics about your request:

3000 characters remaining

Senior Profile

What do I want people
(aka teachers writing rec letters & future college
admissions)
to know about me??


*Make sure
you
complete the
Senior Profile
Task*


It will be located on your Naviance home page





Naviance:
*Helping to
Define Your
Road in Life*

A word cloud graphic with various educational and career-related terms. The most prominent words are "AP", "ACT", "College", "Ready", "Career", "SAT", "ASVAB", "FAFSA", "CTE", "Scholarship", "Future", "Service", "Standards", "Drive", "Explore", "The Work Board", "Interests", "Naviance", "Future Service", "Standards", "Drive", "Explore", "The Work Board", "Interests", "Naviance", "Future Service".



NAVIANCE
Family Connection

- ACT/SAT Test Prep
- Scholarship Search (Local & National)
- [4-year College Planning Calendar](#)




HELPING YOU FOR LIFE AFTER HIGH SCHOOL!


An illustration of a student sitting at a desk, looking thoughtful. Above their head are thought bubbles containing the words "HIGH SCHOOL", "???", and "ARCHITECT".


The Basics:

- COLLEGE & CAREER readiness platform that links academic achievement to post-secondary goals
- Comprehensive college & career planning
- Linked to classroom activities throughout Bradley

[Home](#) [Courses](#) [Colleges](#) [Careers](#) [About Me](#) [My Planner](#)

 COLLEGES
Home

 COLLEGES
I'm thinking about

 COLLEGES
I'm applying to

Find Your Fit >

Research Colleges >

Apply to College >

Scholarships and Money >

Now click on Colleges Home

What can you do within Naviance?



SuperMatch



Strengths
Explorer







Roadtrip Nation



Explore Careers



Do some Research Click on SuperMatch to find the best fit for you

<div><div>Find Your Fit</div><div><div> SuperMatch®</div><div>College Match</div><div>Scattergrams</div><div>Advanced College Search</div><div>College Lookup</div><div>Show less</div></div></div>	<div><div>Research Colleges</div><div><div> COLLEGES I'm Thinking About</div><div>College Compare</div><div>College Resources</div><div>Acceptance History</div><div>Enrichment Programs</div><div>College Maps</div><div>Show less</div></div></div>
<div><div>Apply to Colleges</div><div><div> COLLEGES I'm applying to</div></div></div>	<div><div>Scholarships and Money</div><div><div> SCHOLARSHIPS I'm Applying To</div></div></div>