

College Lookup

If you want to get information and statistics for a specific school, go to “College Lookup”. Naviance will provide general facts about the school, including information on Admissions, Financial Aid, and Student Life. You can also check the “Majors & Degrees” link when looking at a specific school to make sure it has your program of interest.

Colleges I’m Thinking About

As your child adds colleges to their list of possibilities, Naviance will keep track of the schools they’re considering in an easy format, which lists the application deadlines for each school. Students are encouraged to add possible schools they’re interested in so they can review them with their guidance counselor.



About Me Tab

Under the “About Me” Tab, there are many useful tools for your child. Students can set goals and set reminders to tasks that need to be completed. One of our favorite tools is the resume function. Here, students can use the template to create a great resume to list awards, activities and clubs, outside jobs, and much more. Sending resumes to colleges is definitely suggested.

Other College Resources

Naviance is a great tool for college planning. There are several other functions not discussed in this brochure which can be helpful in exploring college options. While Naviance does provide great information, please remember to always check out the specific college website for the most up-to-date data. Start your college planning early and visit as many college campuses as possible to get a feel for what your child wants in a college. And always remember: your best college resource is your guidance counselor!



College Admissions Test Reminder

Your child can sign up to take college admissions tests this school year. It is strongly recommended that junior students take the SAT and/or ACTs at least once this Spring!

Dates and Deadlines for Spring 2014 Tests

SAT - March 8	Registration Deadline—Feb 7
SAT - May 3	Registration Deadline—April 4
SAT - June 7	Registration Deadline—May 9
ACT - April 12	Registration Deadline—March 7
ACT - June 14	Registration Deadline—May 9

*If you have any problems accessing Family Connection or would like assistance using the Naviance program, please contact the Guidance Office.

Introduction to Naviance for Parents



Naviance is a web-based technology program that will be used by the guidance department to help manage the college admissions process. Family

Connection is the website that students and families will use to access and share information with their counselors as they develop their post-secondary plans. Using Family Connection, students can research careers & colleges, take assessments & surveys, create goals & to-do’s and eventually, submit requests for transcripts & recommendations directly to their counselor. This guide is to help you get started and teach you the basics of Naviance.

Getting Started

You and your child share a Naviance account. Please note: Parents have read-only access. To access Naviance, go to:

connections.naviance.com/alexanderhhs

You must register your account the first time you access Family Connection. To register:

1. At the Family Connection Welcome screen, click on the “I need to register” link located on the right-hand side of the screen
2. Enter the unique registration code provided to you by your child’s counselor and click the “Register” button
3. Complete your registration by:
 - A. enter a valid Email address
 - B. enter & confirm a Password
 - C. read and check-off that you accept the Terms of Service and Privacy Statement and click on the “Complete Registration” button.
4. You will then be directed to the Home Page.

Family Connection Home Page

The Home Page serves as a dashboard for students. On the left, there are links to the AHHS Guidance Department webpage, College Board & ACT websites, NCAA Eligibility site and the Common App website. On the right, you will see any messages you may have. You and your child’s guidance counselor can communicate through this feature. Also, the “document library” will contain documents such as transcript request forms and other paperwork your child may need throughout the college application process. This section will be updated as needed.

Careers Tab

Is your child unsure of what to major in or what career path to pursue? By clicking on the “Careers” tab, students can explore different types of careers and discover majors that may be of interest to them. The *Personality Type* and *Cluster Finder* are helpful to also find out more about careers of interest. Using the “explore careers & clusters” link, students can access in-depth information about hundreds of careers, including job descriptions, task & activities performed in that career, and even explore expected wages that can be earned in different areas of the country. Encourage your child to add possible careers to their “list” by clicking on “add to my list.” Don’t worry if your child can’t decide what to major in; over 90% of students change their major at least once during their college career! If students do know what they would like to major in, using the “Careers” tab can be another way to narrow down the college list.



College Tab

One of the most useful features of Naviance is that it allows students to find schools that match their college preferences in terms of size, location, major, etc. Click on the “Colleges” tab and select “SuperMatch College Search.” The program starts with over 4000 schools. By making decisions of what qualities your child may want in a college, Naviance will generate a list specific to these wants and needs. Input as many or as few criteria as you want. If you put in too few factors, your list will be very large. However, if you are too specific, the list will yield very few results.

Colleges on your list will show the percentage of how closely they fit your wants and needs. You and your child should play around with this tool to discover schools your child may want to consider. When you find a school you are interested in, click on the school name to get more information. Naviance provides information on college admissions, tuition, school size, and student retention rate (the percentage of student who return for their sophomore year). There are links to get more information pertaining to admissions data, to request information directly from the school, and even take a web tour of the college.

When your child finds a school that they’re interested in, click on “Add to List” to start compiling a list of possible colleges.

Is your child having trouble deciding between a few specific colleges? If you want to see different schools listed side-by-side, select “Pin It” on several schools and select “I want to... compare pinned schools.” Using this function, you can compare the facts of many schools in an easy-to-see format. It’s important that students add the schools they are interested in to their “Colleges I’m Thinking About” list. Your child’s counselor can also access their students’ Naviance accounts & can use the information to help them in their college search & throughout the process.

