

HSAS Naviance user guide for parents of Juniors and Seniors

Naviance is a college planning tool that HSAS subscribes to annually. While this program has a multitude of uses for counselors, students, parents and faculty, below is how HSAS utilizes this service:

- ☑ **Email**-Students have been provided with a unique access code in the spring of sophomore year. *We expect students to keep their email addresses current, since this is our only method for communication with students via email. Parents should also register an email address on their child's account to receive a copy of any email sent to a student. They will also be able to view college information relevant to their child's GPA and SAT/ACT scores.*
- ☑ **Track student usage**-Counselors can view students' accounts to see how often they visit their Naviance account. We can also get a clear idea of colleges that students are interested in.
- ☑ **Data Usage**- We use data from each graduating class that can be viewed by parents and students.
- ☑ **Research colleges**- Naviance has a data base of over 3700 colleges. Students and parents can search for colleges by selecting a variety of options that will narrow down a college list.
- ☑ **Upload test scores and GPA**- Each semester, we upload students' high school averages and current ACT/SAT and PSAT scores. Students can then compare their academic profiles anonymously with those of HSAS alumni. *We do not upload/post AP scores.*
- ☑ **Publicize college visits**- Each fall many colleges come to visit HSAS to meet our students. A schedule of all visits is continuously updated on Naviance. Students can also receive automatic email reminders of the college visits *in which they've shown interest* on their page.
- ☑ **Submission of HSAS Documents** –documents including transcript, high school profile and counselor recommendation are submitted to colleges via Naviance.

How to use Naviance at HSAS – after enrolling through your student's access:

- Ⓢ Log onto: www.hsas-lehman.org - the HSAS website.
- Ⓢ Click: the link “**College/Guidance**” (in the left-hand column)
- Ⓢ Scroll down and click the link “**Naviance**”
- Ⓢ Click: <http://connections.naviance.com/hsamstudies>
- Ⓢ Input your name/email and password (check “remember me”)
- Ⓢ You will be taken directly to your student's college page.

To search for colleges through the database

- * Click “**colleges**” tab. In the College Research section, click “**college search**”
- * Click each of the criteria *you* want to use to narrow the database of colleges to a usable list. Each section does not have to be answered. For example, if you have no religious or athletic preference, you do not have to check a box for information to still be returned.
- * Click “**next**” at the bottom of each page until you have finished with all sections. *Searches can be saved and labeled for ease of remembering schools, major considered, dates of searches, etc.*

From your list of matches, click a college to view its profile. From this page you can view “**School Stats**” “**overlaps**” “**graphs.**” This will provide you with information that is *exclusive to HSAS*. From this area you can also view general admissions information about the college and link to the individual college's web site. A word of advice: always consider the acceptance rate at a particular college. (For example: Wesleyan's percent accepted: 27.21%). You can also compare colleges to your student's GPA & standardized test scores.

The “**scattergrams**” feature displays how many applications HSAS has submitted to a particular college since HSAS's first graduating class. You will be able to ascertain the mean SAT score and mean GPA for students accepted from HSAS.

The “**From your school**” section contains a document and resource library, with links to the common application, and other college-relevant information. HSAS-specific documents can be found in this section.

☺ Please note that data for each graduating class is input in the summer after their graduation.