

# An Introduction to Naviance

## Logging On To Naviance

1. Go to student.naviance.com/newarkoh
2. Click on "I need to register" (to the right of the screen)
3. Enter your registration code
4. Enter your email and a password that you will remember
5. You should be returned to the login screen and you can enter your email and password to enter the site

## Signing Up for College Visits

1. Log In to Naviance
2. Click on the Colleges tab (upper right of the screen)
3. Click on "Colleges Home"
4. Scroll down to "College Visits" (lower right)
5. Click on "Show More" under College Visits
6. Click on "Register Now" for any visits that you want to register for

## Colleges Tab

1. SuperMatch (select criteria in order to brainstorm potential colleges that match your preferences)
2. CollegeMatch (Naviance predicts other schools that may match your interests)
3. Advanced College Search (choose criteria to brainstorm colleges that fit your selected criteria)
4. College Lookup (research information regarding a specific school)

## Careers Tab

1. Career Cluster Finder (The Career Cluster Finder will help you learn what career clusters may be a good match for you based on activities that interest you, personal qualities that you have and subjects that you enjoy studying in school)
2. Career Interest Profiler- A tool that can help you discover the types of work activities and careers that match your interests. 180 questions long
3. Do What You Are- Personality survey that takes about 20 minutes

## About Me

1. Add goals
2. Add to to-do list

# NEWARK HIGH SCHOOL COMMON APP DETAILS

## HIGH SCHOOL INFORMATION

High School Name	Newark High School
High School Address	314 Granville St. Newark, OH 43055
CEEB Code	363-635
Graduation Date	5/23/2020
Graduating Class Size	339

## COUNSELOR INFORMATION

Counselor Name (A-Di)	Molly Stayer
Counselor Job Title	School Counselor
Counselor Email	mstayer@newarkschools.us
Counselor Phone	740-670-7414

Counselor Name (Do-Ki)	Scott Koebel
Counselor Job Title	School Counselor
Counselor Email	pkoebel@newarkschools.us
Counselor Phone	740-670-7413

Counselor Name (Kl-Ri)	Luke Johnston
Counselor Job Title	School Counselor
Counselor Email	lsjohnston@newarkschools.us
Counselor Phone	740-670-7415

Counselor Name (Ro-Z)	Michelle Lott
Counselor Job Title	School Counselor
Counselor Email	mlott@newarkschools.us
Counselor Phone	740-670-7412

## COURSES & GRADES

GPA Scale	4.0
GPA weighting	Weighted
Rank weighting	Weighted
Class Rank Reporting	Exact
Course Scheduling System	Semester

## Common App and Naviance Matching Steps

1. Create an account at CommonApp.org and log in.
2. Click on the Common App tab and fill out the “Education” section by entering your high school information.
3. Click on the Colleges tab and add at least one college to your list.
4. After you have added a college, click on “Recommenders and FERPA.”
5. Follow the steps to complete FERPA Authorization. Note: It is recommended that you choose to waive your rights to see your recommendations.
6. Log in to Naviance.
7. Click on the Colleges tab (upper right).
8. Click on “Colleges I’m Applying To”
9. Click on “Match Accounts”
10. Enter your Common App email address and birthdate.

## Common Application Tips

### Counselor Information (in the Education Section)

Mrs. Molly Stayer (A-Da)  
School Counselor  
[mstayer@laca.org](mailto:mstayer@laca.org)  
(740) 670-7400

Mr. Scott Koebel (De-Ki)  
School Counselor  
[pkoebel@laca.org](mailto:pkoebel@laca.org)  
(740) 670-7400

Mr. Luke Johnston (Ki-Rh)  
School Counselor  
[ljohnston@laca.org](mailto:ljohnston@laca.org)  
(740) 670-7400

Mrs. Michelle Lott (Ri-Z)  
School Counselor  
[mlott@laca.org](mailto:mlott@laca.org)  
(740) 670-7400

### Class Rank/ Class Size

- Mark class rank on the dropdown as “exact”
- Class size is approximately 320 students

### GPA

- GPA is “weighted” if you have taken a weighted AP or College Credit Plus course
- GPA is unweighted if you have not taken a weighted course
- GPA scale is a “4”

### Common App Fee Waiver

- If you meet the economic criteria (examples: you are eligible for free/ reduced lunch or you have received an ACT/ SAT testing fee waiver in the past), you may request a fee waiver.
- The fee waiver request is located under the “Profile” section