

NAVIANCE Parent Information and Sign Up Procedure

Naviance is a web-based service designed especially for students and parents. Naviance is a comprehensive resource you and your son or daughter can use in making important decisions about colleges, courses and careers. Naviance allows you and your student to:

- **Get involved in the college planning and advising process** – Manage timelines and deadlines for making decisions about colleges and careers, build a resume, and complete on-line surveys
- **Research colleges** – Compare your son or daughter’s GPA, standardized test scores, and other statistics to actual historical data from our school for students who have applied and been admitted in the past to a specific college or university
- **Sign up for college visits** – Find out which colleges are visiting our school and sign up to attend those sessions

Naviance also facilitates communication between students, parents, and the Counseling and Advising Office; information about upcoming meetings and events, local scholarship opportunities, and other web resources for college and career information. In addition, the site allows for electronic communication between students and school counselors.

Students received their Naviance log-in information when they picked up their final schedules during the week prior to the first day of attendance. Sophomores, juniors and seniors have been trained on the program’s many features. Freshman will be trained in the fall. Parents may sign-up for access to Naviance by following the steps listed below.

Parent/Guardian Naviance Account Request Instructions

- Parents/Guardians should send an email to GHSNaviance@geneva304.org to request a Naviance username and password.
- Parents/Guardians only need to send one email for all high school students in their household.
- The email request needs to contain the parent/guardian’s legal name and their student(s) ID number(s).
- The email request should come from the secure email address that is listed on the student verification form and is already in our system.
 - ❖ If a guardian would like a Naviance account, but has not provided the school with an email address, please contact the Counseling and Advising Department at 630-463-3830. A secure email will be added to your student’s account. The guardian can then send an email request to GHSNaviance@geneva304.org, and a Naviance account will be created.
- After confirming the email information, the parent/guardian requesting the account will receive an email containing their login and password information, as well as instructions to sign on to Naviance.

If you have any questions about Naviance, please contact the Counseling and Advising Office at 630-463-3830.