Common App/Naviance Set Up

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MISSION The Common Application is a not-for-profit membership organization that, incartis founding over 35 years ago, ha been committed to providing preliable services that promote sprokes. We serve students, member institutions, and school dificulais may submit to any of our over 500 members. Membership is open to colleges and unversion to school dificulais detection process. BEARCH FOR COLLEGES	SIGN IN Applicants Members Recommenders Applicant Email Address Password HELP CENTER Co CREATE AN ACCOUNT Co Sign In	1. Go to <u>www.commonapp</u> <u>.org/Login</u> 2. Click on "CREATE AN ACCOUNT"
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3. Use the email address you used for Naviance set up to create a Common App account. The email addresses <u>must</u> match!!!	Account Creation Login Credentia Email Address * Re-type Email Address * Re-type Password * Re-type Password *	IS 28 Registration information We object your small address and share 8 with the colleges to the work you apply so that the colleges and communicate with you for draw your apply with the darkes and share 8 with the colleges to work you apply so that the colleges to the security of your account, passwords must meet the blowing requirements No help protect the security of your account, passwords must meet the blowing requirements Is up the three on a sphaledic character Is lead one upper case a phaledic character Is lead one upper lead one of the formacter Is lead one upper lead one of the formacter Is lead one upper lead one of the formacter Is lead one upper lead o
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Dashboard My Colleges Connon App College Understand Output College College College Welcome to the Common Appl The Common App dash your applications, including deadlines, requirements, a your applications, including deadlines, requirements, a your application questions on the Oblege Search table You can add colleges on the College Search table Vou can add colleges, you will see them and be able to review requirements specific to ear Context Context	Welcome, Kendral Pret Your (CAB 12600551 Sign Out • Starch • School does not have my application • Common App tab School does not have my application • de bar School does not have my application • de common App tab School Requirements • dide bar School Requirements • diverse or the Dostboard Bare check the • metal your start your School Requirements • metal your start your • metal your star	4. Once you have set up your Common App account, it will take you back to the Welcome screen. Click on "My Colleges."







10. Click the appropriate boxes to give your school permission to release your records.

Note that on the second page of the release, you need to click the first, second, and fourth box before signing and dating the form. Hit "Save."

11. After completing the FERPA waiver, log in to Naviance: <u>https://</u> <u>connection.naviance.com</u> /<u>carycs</u>.





12. Click on the "colleges" tab and go to "colleges I am applying to." Type your Common App email address into the big blue box and make sure your birthday is correct. Click "Match."

13. Your Common App schools should not appear in your Naviance list if they are not there already. Now, you need to click on any "Unknown"s.





14. Change "Unknown" to "Yes" on your **Common App** schools and click "Update Applications".

You're done!!! Contact Mrs. Thomas if you have any problems.