

ATTENTION: JUNIORS & SENIORS!!

IF YOU NEED A TRANSCRIPT YOU NEED TO REQUEST IT THROUGH
YOUR NAVIANCE ACCOUNT.

To request a **PERSONAL COPY: (not official)**

After you log on to Naviance look at the upper right hand corner

- Click on colleges
- Apply to colleges
- Manage transcripts
 - hit the pink + sign
 - choose “other transcript”
 - initial
 - other

RECIPIENT NAME = YOUR NAME

OTHER NOTES=YOUR EMAIL ADDRESS

Questions? julie.domer@g.fayar.net