

## How to add colleges you're applying to on Naviance

Note: This step must be completed before requesting a transcript or letter of recommendation

### Step 1

- Log on to your Naviance account (student.naviance.com/rangeview)
- Username: Student ID Number | Password: Six-digit birthdate (Ex: 101591)
- Select Login

Secure | https://student.naviance.com/rangeview

IC APSNet CCS Naviance Frontline P-20 Tableau Drive ATS Credly Student Credly RHS Bus Twitter

# RR

Welcome to Naviance Student

Email or Username

STUDENT ID NUMBER

SIX DIGIT BIRTHDATE (EX: 101591)

Login

Are you new here?

I'm a guest

I need to register

Rangeview High School

11111 Cliff Avenue

Aurora, CO 80013-4212

Phone: (303) 695-6848

Privacy Policy

### Step 2

Click "Colleges" and then click "Colleges I'm applying to"

English Give feedback No new messages Switch Grade: Demo

## Naviance | Student

Welcome, Demo Asmamaw!

Search for Colleges Type a college name

Home Courses Colleges Me

COLLEGES Home

COLLEGES I'm thinking about CH

COLLEGES I'm applying to

Find Your Fit >

Research Colleges >

Apply to College >

Scholarships and Money >

Senior Transcripts & Letters of Rec

Seniors,

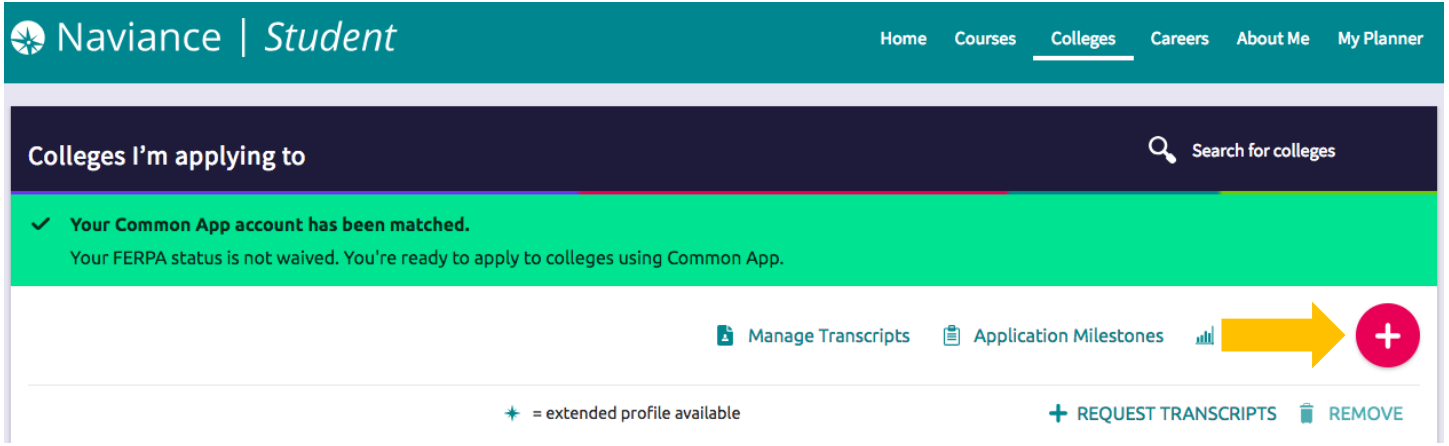
Do you have questions about how to request letters of rec or

My Favorites

COLLEGES I'm thinking a

### Step 3

Click the pink (+) sign





Naviance | Student

Home Courses Colleges Careers About Me My Planner

Colleges I'm applying to Search for colleges

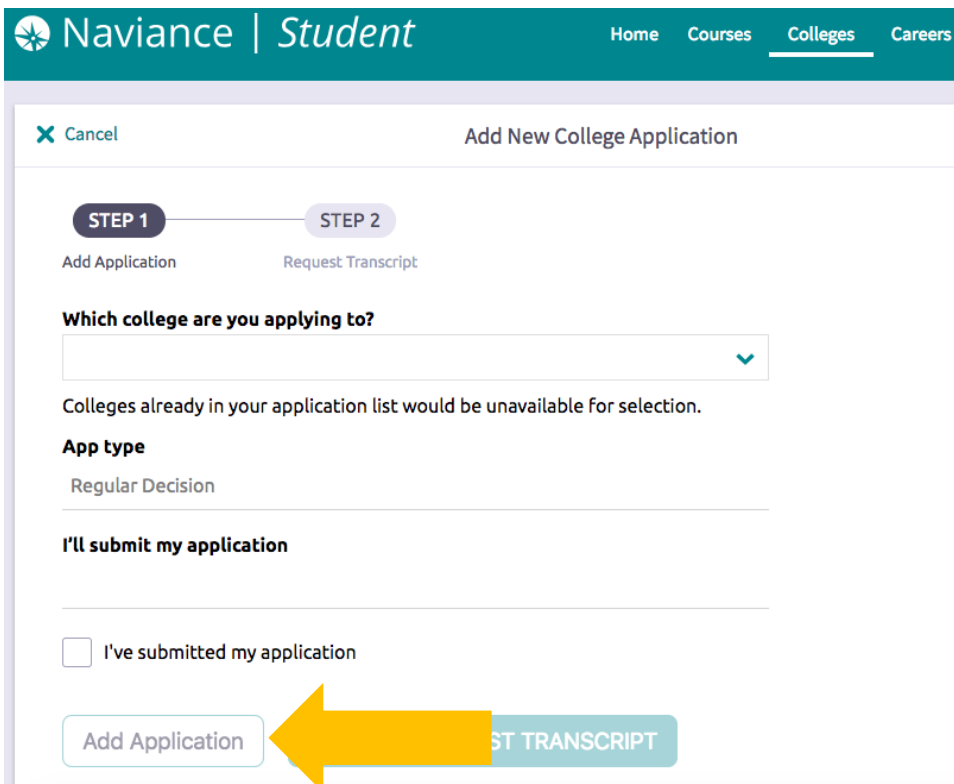
✓ **Your Common App account has been matched.**  
Your FERPA status is not waived. You're ready to apply to colleges using Common App.

Manage Transcripts Application Milestones  

\* = extended profile available + REQUEST TRANSCRIPTS REMOVE

### Step 4

Complete all required information and click “add application.” Repeat this process until you’ve added all the colleges you’re applying to.



Naviance | Student

Home Courses Colleges Careers

Cancel Add New College Application

**STEP 1** — **STEP 2**  
Add Application Request Transcript

**Which college are you applying to?**

Colleges already in your application list would be unavailable for selection.

**App type**  
Regular Decision

**I'll submit my application**

I've submitted my application

Add Application REQUEST TRANSCRIPT