Final Senior Counseling Completion Tasks!

April 2020
4 Big Things!

1. Sending Final Transcript via Parchment
2. Dual credit transcript info
3. Changing Naviance Email
4. JHHS Graduation Survey
Access Parchment

https://www.parchment.com/u/registration/155937/account

1. JHHS Website
2. Quicklinks -> Parchment
Login to Parchment using the email & password you created during Senior Fall Core.

It should have been your PERSONAL email.

*If you forgot your password click forgot password.
You can now get your credentials! Here is what is waiting for you at this organization.

Order Your Transcript

Order

←  Click on Order
Type in the name of the school (ONE SCHOOL ONLY) where you want your final transcript sent.

**YOU MUST DO THIS→YOUR COLLEGE APPS ARE NOT COMPLETE UNTIL THE SCHOOL RECEIVES YOUR FINAL TRANSCRIPT**

If you change your mind about the school choice make sure you request this again to the correct school.
Your order has NOT been placed yet.

Item(s) being ordered:

John Hersey High School
1900 E Thomas St, Arlington Heights, IL 60004-4300

TO
William Rainey Harper College
Palatine, IL, 60067-7398

Credential Fee $3.15
Shipping / Handling $0.00
Subsidized $3.15

Subsidy provided by:

Item Total $0.00
Total Credential Fees $3.15
Total Shipping / Handling $0.00
Total Subsidized Amount $3.15
Order Total $0.00

Click Hold for Grades

Click Save & Continue
Your order has NOT been placed yet.

Item(s) being ordered:

John Hersey High School
1900 E Thomas St, Arlington Heights, IL 60004-4300

TO
William Rainey Harper College
Palatine, IL, 60067-7398

When do you want this sent?
Hold for Grades

Make sure it says: Hold for Grades

Click Continue→
Provide Consent

I authorize Parchment to release my academic credentials from Buffalo Grove High School to the destinations I select.

Sign here with mouse or finger:

X

Type Name:

← Type your name

☐ I certify under penalty of law that I am the individual identified above and I am authorized to take this action.

↑ Check box

→ Click Save & Continue

Save & Continue
Your order has been placed. You will also receive an email confirmation for this order.

High Five! You've successfully completed your order, and it's on the way!

Order Total: $0.00
Seniors Taking Dual Credit

All students who took a dual credit course will have to request their transcript from the specific school (Harper, EIU, etc.) they earned dual credit from, and send that to the university/college they are attending in the Fall.

**JHHS DOES NOT send dual credit transcripts**

Please visit these sites and follow the directions to obtain your transcript:

**Harper**
(http://www.harpercollege.edu/registration/transcripts/index.php)

**Eastern Illinois University**
(http://www.eiu.edu/registration/transcript.php)

**Northeastern Illinois University**
(https://www.neiu.edu/academics/registrar-services/transcripts)

**Triton College** (https://www.triton.edu/transcripts/)

**National Louis University**
(https://www.nl.edu/admissions/transcriptrequests/)
Naviance Login

1. [https://student.naviance.com/jhhs](https://student.naviance.com/jhhs)
2. Passwords changed on Jan. 27! Click on “Forgot Password.”
3. Enter your d214 email to send temporary password (example: hhusky1234@stu.d214.org)
4. Log into your D214 email, open up email from Naviance, and COPY your temporary password.
5. Type in your GAPPS Username (all lowercase!)
6. Paste the temporary password in the Password box.
7. Click “Login.”
8. Choose a new password.
9. USE YOUR GAPPS (school email) Password!
10. Then, hit “Continue” and you’re in!
Change Email:

1. Click the 3 lines on top right hand corner
2. Click “About Me” and “My Account” tab
3. Under Contact, Click “Edit”
4. Type in your personal email address

This will allow you to access Naviance for 5 years after you graduate. It is also how we will stay in contact with you if needed.
In Naviance:

1. Click the 3 lines on top right hand corner
2. Click “About Me” and “Home” tab
3. Click “See all Surveys”
4. Click “Graduation Survey”
5. Complete survey
Once confirmed click “Make Primary”.

Select your post high school plans from the drop down list and click continue (Select what you will be doing in the Fall).
Listed are all the colleges you applied to.

**If your college is not listed click on “College Picker” and add your school.

Click on the “Final Decision” drop down menu to tell us your admissions status to every school you applied to.

The decision drop down menu **MUST** be done for all schools.
Select the college you plan to attend in the Fall from the drop down menu.

Indicate your major, if known.

Please list any **scholarships** you’ve received.

Click **CONTINUE!**
Congrats Class of 2020!