## NAVIANCE SET-UP

Please note: To set up the Student Naviance Account, you will need to know the student's Princeton High School 8-digit ID number. This number is the Naviance Registration Code. The ID number can be found on the Student ID card, or on Powerschool's Demographics page under "Student Number".

## STUDENT NAVIANCE ACCOUNT

- 1. Navigate to the <u>Naviance Website</u>
- 2. Click on the "I need to register" link on the right hand side of the page
- 3. Enter your Registration Code (Princeton High School Student 8-digit ID number)
- 4. Enter email address and create password

## ADD PARENT INFORMATION

- 1. Log-in using the student account information (email and password)
- 2. Click on "About Me"
- 3. Click on "My Account"
- 4. Click on "Parents/Guardians"
- 5. Click on the Pink Plus sign
- 6. Add parent information
- 7. Click on "Save"