

May, 2020

**TO: Class of 2020**

**FROM: Post-High School Counseling**

**SUBJECT: Final Transcript & College Decisions Survey - Naviance**

**PURPOSE:** The final transcript destination survey is extremely important to you and to our work in Post-High School Counseling. The completion of the survey ensures that the one school you are planning to attend in the fall will receive your final transcript showing your date of graduation. Without such official notification, enrollment will not be possible.

All information becomes part of the New Trier Data Bank which provides a helpful ANONYMOUS profile of the way college admission departments responded to New Trier applicants. The admission data will also be used, anonymously, for any longitudinal study New Trier does of its 2020 graduating class.

***ALL information is handled confidentially.***

**DIRECTIONS:**

1. To access the survey, log into your Naviance account and click on “**About Me**” in the upper right corner of the page. Click on “My Surveys” and then “Surveys Not Started.” The Survey is titled the “Class of 2020 PHSC Final Transcript Form.”
2. It is imperative that you enter one Final Decision by clicking “attending” for only one of the colleges listed in your Naviance account. A “Withdrawn” decision is only entered if you were accepted ED and withdrew all outstanding applications earlier in the school year. An “Incomplete” designation would indicate that you were not given an admissions decision. If you were given final admission decisions (accepted, denied, conditional admit), please indicate those as well. The PHSC office will forward a final transcript to the one school indicated with a check mark in the “attending” box for one choice.
3. If you check the box for “Waitlisted” and have contacted the college to remain on the waitlist, you could be offered a spot off of the waitlist after May 1. If you are offered a spot off of the waitlist, you will need to contact the PHSC office (either your counselor or the assistants) and the office will change the destination of your final transcript to the appropriate school.
4. If you are not planning to go to college, please indicate your post-high school plans by checking an option listed under the drop-down menu in question #3.
5. If you have applied to colleges not currently listed in your Naviance account, please list all missing colleges (and the respective admission decisions) in question #2.