

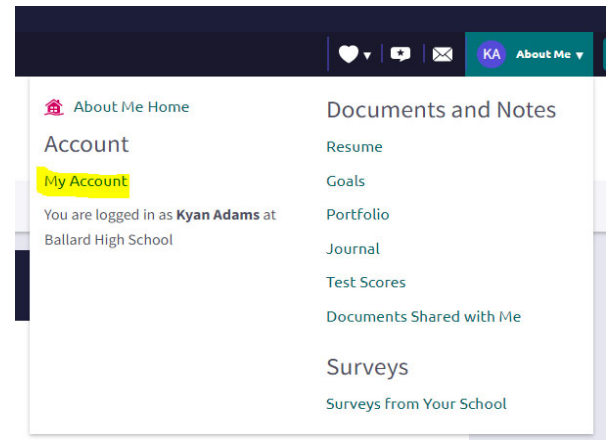


ALUMNI: UPDATE YOUR NAVIANCE LOGIN

Graduating seniors lose access to the SPS Student Portal after they graduate. Graduates that would like to continue using Naviance must change their username and password in Naviance before **July 25th**. This will enable alumni to access Naviance via www.naviance.com. Follow the instructions below to edit your account.

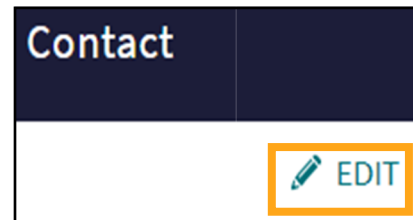
UPDATE YOUR NAVIANCE LOGIN:

- 1) Login to Naviance through the SPS Student Portal.
- 2) From the **About Me** drop-down menu, click **My Account**.



UPDATE YOUR EMAIL ADDRESS:

- 1) In the Contact Box, click **Edit**.
- 2) Type in the address you plan to use after graduation.
- 3) Click **Save**.



CREATE A USERNAME AND PASSWORD:

- 1) In the navigation bar, click **Security**.
- 2) In the Username box, click **Edit**.
- 3) Type in a new username.
- 4) Click **Save**.
- 5) Repeat the above steps to edit your Password in the Security Sections

