

Congratulations on graduating from Park City High School! All alumni will still have access to their Naviance Student account to research colleges and careers and request final transcripts after graduation. You can continue to use Single Sign On to log in to Naviance until approximately August 1st.

After August 1st, or if Single Sign On no longer works for you, you will need to use the following steps to access your account:

1. Go to **student.naviance.com** and search for your high school's name, city, or zip code. The link is also available on the PCHS website, in the Counseling section on the Naviance page.
2. Choose **Alumni** as your user type.
3. Click on **Forgot Your Password?** and click **Continue**.
4. Type in the same personal email address* you entered in your "**Farewell PCHS**" **Graduation Survey** and click **Reset My Password**. Don't use your old pstudents.us email address—it won't work.
5. Check your personal email for "*Naviance Student Account Information*" (it might be delivered to your spam or junk folder).
6. Follow the instructions in the email to log in to your Naviance account using the temporary password. When prompted, create your new password.
7. Once you set up your new password, you can log in to your Naviance account by going to the link above, selecting Alumni, and entering your new login information. *Save this info!* You will be able to access Naviance after you graduate for as long as you need to.
8. If you ever forget your password, you can always click "Forgot my Password" and reset it at any time using the steps above.

*If you didn't give us your personal email in the survey, you can request official transcripts from the District Office at 435-645-5600 or 2700 Kearns Blvd. All alumni records are moved to the District Office after graduation.