

PERSONAL CURRICULUM (PC) REQUEST (IEP)

LOG IN TO NAVIANCE:

1. Use Google Chrome
2. Go to: <https://student.naviance.com/uticahs>
3. Click on "Student"
4. Click on "Continue with Single Sign-On"
5. Enter your school email, then enter.
6. Then type in your "Its" password and hit enter. It will take you to your Naviance home page.

SAVE A COPY OF YOUR CAREER CLUSTER:

1. Click on the **CAREERS** tab at the top on the right side.
2. Under the **Explore** section, click on **Careers, Clusters, and Pathways** and then select on your left, **Favorite careers and clusters**.
3. Click Print and save the page as a PDF or to One Note. If that doesn't work take a screenshot.

COMPLETE THE INFORMATION BELOW:

Student Name:

Current Grade:

Anticipated Year of Graduation:

Name of Parent/Guardian:

Student Date of Birth:

Phone:

TURN IN DOCUMENTS:

1. **EMAIL** this completed **form and** a copy of your **Favorite Careers and Clusters** page to **your counselor**.
2. Your Counselor will review the request, FILL OUT FORMS AND EMAIL TO student TO GET SIGNATURES.
3. NEXT, after student gets signatures, student must email forms to their counselor so it can be submitted to the UCS Board Office for review.

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