CURRENT STUDENT TRANSCRIPT RELEASE

Students must submit a transcript release for each transcript sent to any school or agency. Parent permission is necessary for students under age 18.

APPLICATION DEADLINE __________________________________________

STUDENT'S NAME: _______________________________________________

NAME OF SCHOOL OR AGENCY: ____________________________________

City           State

This transcript is for: □ college application (answer questions below)
(please check one) □ scholarship (include SAT’s □ or teacher rec’s □ (list below))
□ other:____________________ (skip questions below)

Please answer the following questions:

1. Is this application for:
   □ Early Decision       □ Early Action       □ Regular Decision

Please complete the following before submitting this form to your counselor:

2. Have you submitted the application for this school?
   □ Yes      □ No

3. Have you requested teacher recommendations through Naviance?
   □ Yes      □ No
   Who are the teachers recommending you?
   1. ________________________________________________
   2. ________________________________________________
   3. ________________________________________________

Reminder – it is the responsibility of the student to arrange for official test scores to be sent for SAT, ACT, and TOEFL.

COUNSELOR

□ Mrs. Walsh (day students A – K, international students A – P)
□ Mr. Umphrey (day students L – Z, international students Q – Z)

TRANSCRIPT

I request the John Bapst Counseling Office mail to the institution named at left an official copy of my transcript, containing a list of courses and grades.

Student Signature: ________________________________

Parent Signature: ________________________________
Required if student is under 18 years old