



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

- ☐ Day students A – K, international students A – P
- ☐ 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