

NIWOT HIGH SCHOOL TRANSCRIPT REQUEST 16-17

Students must submit this form to Mrs. Hollingsworth in the Counseling Office. Fees are due at the time this form is submitted.

NAME: _____ **DATE:** _____ **IB or TRADITIONAL (circle one)**

DEADLINES

College Application Deadline	This form due NO LATER than
October 15	September 30
November 1	October 17
November 15	November 1
ANY December Date	November 4
ANY January Date	November 18

I am applying to colleges using the Common Application. My first deadline is _____

*There is a one-time fee of \$2 to cover the transcript for all Common App schools

FOR OFFICE USE ONLY FEE PAID _____ TRANSCRIPT UPLOADED TO COMMON APP _____

I am applying to colleges that use SENDEdu. My first deadline is _____

*There is a one-time fee of \$2 to cover the transcript for all SENDEdu schools

FOR OFFICE USE ONLY FEE PAID _____ TRANSCRIPT UPLOADED TO SENDEdu _____
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I would like to request that transcripts be sent via mail to the following schools:

*There is a \$2 fee for **each** transcript mailed to colleges or universities

NAME OF SCHOOL	ADDRESS (only if out of state)	TEACHERS writing Rec Letters	DEADLINE

The following documents will be uploaded into the Common Application System:

- **Official Transcript and ACT/SAT scores***
 *All grades and State assessments are included as part of the official transcript. **All ACT and SAT scores will be included with the transcript. Some colleges will require you to send test scores directly from ACT and/or College Board.** AP scores must be requested directly from the College Board by the student.
- **School Report***
 *Includes School Profile Information, Counselor Evaluation, Counselor letter if required

Special Instructions: _____

Student Signature: _____

Parent Signature: _____