

NIWOT HIGH SCHOOL TRANSCRIPT REQUEST 17-18

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 29
November 1	October 12
November 15	October 31
ANY December Date	November 3
ANY January Date	November 17

Failure to meet these deadlines may result in a delay in the college receiving your transcript

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.

*You do **NOT** need to list Common App Schools below.

FOR OFFICE USE ONLY FEE PAID _____	TRANSCRIPT UPLOADED TO COMMON APP: _____
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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 regular mail to the following schools

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

* **DO NOT LIST COMMON APP SCHOOLS HERE**

NAME OF SCHOOL	ADDRESS (only if out of state)	Teachers writing Rec Letters	Deadline

I would like to request that transcripts be sent to NCAA. \$2 fee per transcript

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

- **Official Transcript with ACT/SAT scores***
*All grades and State assessments are included as part of the official transcript. **Some ACT and SAT scores are posted on the transcript. Some colleges will require you to send ACT/SAT 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: _____