



TRANSCRIPT / RECORDS RELEASE FORM

College applications usually require a copy of a student's official transcript. Additional records and information may be required as well. Students and/or their parents/guardians must initial what is to be authorized and sign this form to have that information released.

STUDENT NAME

Initial Below

Students / Parents or Guardians

____/____ Permission for release of an official high school transcript which will include grades, GPA, class rank, ACT scores and any other standardized test scores.

____/____ Disclosure of senior class schedule.

____/____ Disclosure of discipline information.

____/____ Disclosure of attendance information.

____/____ Completion of verbal and/or written recommendations for admission and/or scholarship consideration. I understand that disclosure of the recommendations made is waived.

Student Signature: _____

Parent/Guardian Signature: _____

Required if student is under the age of 18

Date: _____

For Counseling Office Use Only

TRANSCRIPTS / RECORDS SENT TO:
