

MOTHER SETON REGIONAL HIGH SCHOOL
TRANSCRIPT AND/OR COUNSELOR RECOMMENDATION RELEASE FORM
FOR COLLEGE APPS ONLY

Student's Name _____ Date _____

Recommendation Letters Requested _____
Teacher's Name _____ Teacher's Name _____

Deadline Date for **this** application: _____ Early Action _____ Early Decision _____ Priority App _____ Regular _____

Applied Through _____ Common Application _____ Directly through College/University _____

Please forward my transcript to: _____
Name of College/Program

Address / P.O.Box

City, State, Zip

Parent/Guardian OR Adult Student's Signature **(*Required)** _____ Date _____

ONLY COMPLETED RELEASE FORMS WITH \$5.00 FEE AND ALL SENDING DOCUMENTATION INCLUDED WILL BE ACCEPTED.

DOCUMENTATION CHECKLIST FOR COMPLETED TRANSCRIPT REQUEST (Please check off all appropriate items)

- ** **I have submitted my application** _____ **YES** (You need to have applied before requesting transcripts)
- ** **\$5.00 Fee Included** _____ **Yes** (Fee must be paid when handing in this form)
- Resume _____ Included _____ Already on file in Guidance
- Common App Secondary School Report Form _____ Included _____ Already on file in Guidance
(Only one copy needed)
- College App Counselor Report Form _____ Included _____
(If applied directly to college)
- Essay and/or Personal Statement _____ Included _____ Already on file in Guidance
(If you need Guidance to send it)
- *International Student Visa (If Applicable) _____ Included _____ Already on file in Guidance

****Please Note****

ALL Regular Decision Transcript request forms can be given to the Guidance office at any time before November 1st.

These are the deadlines for transcript requests to be handed in to Guidance so that we will be able to get your information to the colleges by all college deadlines:

DEADLINES FOR TRANSCRIPT REQUESTS:

- OCTOBER 1st _____ ALL other dates for Early Action /Early Decision/Priority /Rolling Deadlines
- NOVEMBER 1ST _____ ALL Regular Decision Application Deadlines

_____ Paid _____ Date Mailed _____