

CDS HIGH SCHOOL TRANSCRIPT REQUEST ('09-'10)

This form is to be used by CDS Seniors applying for scholarships or admissions to a college or university. Please allow two weeks for requests to be processed. Be sure to write me any further instructions as needed.

Student's name **Grade** **grad. date** **date of request**
(give two weeks notice)

_____ 12th May 21, 2010 _____

- a. *Print clearly the names of colleges/universities and their addresses.*
- b. *Below each address circle the items that you want sent with your transcript.*
- c. *Attach any additional information that needs to be sent (example: specific counselor form from the college or university)*

SCHOOL NAME(S) & ADDRESS(ES) **DATE TO BE SENT**

1. _____

Circle all that apply: send resume, ___ number of recommendations, counselor form that I have provided. (write recommenders' names: _____)

2. _____

Circle all that apply: send resume, ___ number of recommendations, counselor form that I have provided. (write recommenders' names: _____)

3. _____

Circle all that apply: send resume, ___ number of recommendations, counselor form that I have provided. (write recommenders' names: _____)

4. _____

Circle all that apply: send resume, ___ number of recommendations, counselor form that I have provided. (write recommenders' names: _____)

Student's signature + date