

# Avonworth Senior High School - College Application TRANSCRIPT REQUEST FORM

**Please note:**

1. **Your Xello account MUST be updated BEFORE requesting a transcript.**
2. *A minimum of 5 school days is required to guarantee processing of this request.*
3. *Students are responsible for having College Board or ACT send official scores to each college.*

Name:	Date:
Name of College or University:	
Is this a branch campus? <input type="checkbox"/> Y <input type="checkbox"/> N      If yes, which one?	
School mailing address for application materials if school doesn't accept transcripts electronically:	
I have applied via: <input type="checkbox"/> Common Application <input type="checkbox"/> the school's website <input type="checkbox"/> Coalition Application	Type of Application: <input type="checkbox"/> Early Decision ( <b>BINDING*</b> ) <input type="checkbox"/> Early Action <input type="checkbox"/> Regular/Rolling
Email Address used on application:	Early Decision or Early Action Deadline:
Teacher Recommendation Letter 1	Teacher Recommendation Letter 2
Counselor Recommendation Letter	
<b><u>Did you update your Xello account?</u></b> <span style="float: right;"><input type="checkbox"/> Yes      <input type="checkbox"/> No</span>	
SAT & ACT scores will NOT be on your transcript. You are responsible for having them sent if required by the school to which you are applying.	

*\*Students may apply to only **one** college under an Early Decision plan*

**Office Use Only**

Counselor Signature \_\_\_\_\_ Date \_\_\_\_\_

Mrs. Clark's Signature \_\_\_\_\_ Date \_\_\_\_\_

Transcript sent via:    Mail \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_ eDocs \_\_\_\_\_ SENDedu \_\_\_\_\_