Counselor Secondary School Report/ Letter of Recommendation Request Form/ Transcript Request Form

Student Name: _____

Today's Date: _____

Counselor Preference: _____
(Mr. Riley-Portal, Ms. McClellan or Mrs. Melarkey)

Important Things to Remember

- Your "Colleges I'm Applying To" is accurate and up to date.
- Turn in by **October 1st for Early Application Deadlines** (REA/EA/ED)
- Turn in by **November 30th for all other deadlines** (Rolling/Regular Decision)
- Make sure you have completed the FERPA waiver in Family Connection.
- Make sure your Resume and "Do What You Are" are complete

Colleges I am Applying to	Common App School? (yes/no)	Application Deadline

_____
Send Date/Initial (internal use only)