

Kirkwood High School

College Counseling Office

801 W. Essex

Kirkwood, MO 63122

TRANSCRIPT RELEASE FORM

An important reminder regarding ACT/ SAT scores:

Many schools, including the University of Missouri and Saint Louis University, no longer accept ACT/SAT scores sent from high schools. Therefore, each student must individually request scores directly from the respective testing agency using the following websites: ACT (www.actstudent.org) or SAT (www.collegeboard.org). It is increasingly important for students to be aware of and closely follow each school's standardized testing policy!!!

Letters of recommendation can be an important part of the college application. When admissions officers review these recommendations, they place greater weight upon letters they know to be confidential and submitted directly from KHS. This communicates to the institution that the input shared in the letter is completely truthful and unbiased. Therefore, it is the KHS policy that, in the best interest of our college applicants, letters of recommendation on file with the college counselors will remain confidential.

In order for Kirkwood High School to process any college and/or scholarship applications, the following statement must be signed and on file with your college counselor.

PLEASE SIGN AND RETURN TO THE COLLEGE COUNSELING OFFICE

As part of the college application process, I authorize the release of a copy of my official transcript containing courses taken, grades earned, current course schedule, ACT and/or SAT scores, letters of recommendation, and any other educational records required or requested by the educational institutions and/or scholarship organizations to which I apply.

STUDENT NAME (Please print)

STUDENT SIGNATURE

PARENT/GUARDIAN SIGNATURE

Required for students under 18

DATE

DATE