

Transcript Request Choice Declaration for Unweighted Transcript

All Parents/Guardians are required to fill out this form to state their choice if selecting to send the unweighted transcript to colleges and scholarships.

The form has to be filled out and signed by a parent/guardian. Weighted transcript will be sent to all colleges and scholarships organizations by default if this form is not on file for the student.

Deadline to return this form to the Counseling Office is September 15th, 2023.

No email copies will be accepted. Please bring in a signed hard copy.

Notes:

In addition to this form, students must complete all required steps in Common App or Scriborder for all non-Common App colleges in order for transcripts to be sent to the institutions.

Weighted Transcript means the transcript includes the student's cumulative GPA and final course grades *with* the 7 points/weights for Honors, Dual Enrollment, International Baccalaureate, and Advanced Placement. (Historically what we have sent)

Unweighted Transcript means the transcript includes the student's cumulative GPA and final course grades *without* the 7 honors points/weights.

Common Application: Students who use Common Application to apply to colleges should know that your selection is the type of transcript that will be sent to **ALL** colleges through the Common Application.

***University of Georgia Disclaimer:** Students and parents should ensure they understand UGA's process for recalculating GPAs- Admissions First Year Criteria (uga.edu). Currently UGA accepts both weighted and unweighted transcripts. Please contact UGA Admissions for details.

***Cambridge High School Counseling Department cannot comment or advise on different colleges policy on weighted versus unweighted transcripts. Please contact each college with questions.**

Please return completed form to the Counseling Office by 9/15/2023. No emails accepted. Thank you.

1. **Students Full name:** _____
2. **Student Email:** _____
3. **Name of Parent/Guardian filling out this form:** _____
4. **If you are applying to colleges through Common Application, which transcript would you like sent as part of Common Application?**

Common Application: *Students who use Common Application to apply to colleges should know that your selection below is the type of transcript that will be sent to **ALL** colleges through the Common Application. Common App allows only one submission type.*

- Weighted
 - Unweighted
 - I am not applying to college using Common Application
5. **If you are applying to NON- COMMON APP colleges, you have the choice to send an unweighted transcript. Please select your transcript choice below.**
 - I want to send unweighted transcript to *all* colleges I apply to (skip question 6)
 - I want to choose my transcript type for each college I apply to (**must complete question 6**)
 6. **If you selected to choose a different transcript type for each NON-COMMON APP college you are applying to, please provide the following information specific to each college. Add additional colleges on a separate sheet. "Parent/Guardian and Student are responsible for communicating any additions/updates made to this list after submission of this form"**

1. College Name
Deadline
How You Applied to the College
 - Weighted
 - Unweighted
2. College Name
Deadline
How You Applied to the College
 - Weighted
 - Unweighted
3. College Name
Deadline
How You Applied to the College
 - Weighted
 - Unweighted
4. College Name
Deadline
How You Applied to the College
 - Weighted
 - Unweighted

Parent/Guardian Signature & Date: _____

Parent/Guardian email & phone number: _____