

**Villa Joseph Marie High School
Authorization to Send Transcript Form 2024-2025
VJM School Code: 392990**

PLEASE RETURN TO COUNSELING DEPARTMENT ASAP

Please read the following statement & sign below:

“I give Villa Joseph Marie High School permission to release academic records to colleges, scholarship programs, etc. where my daughter, _____ is applying to.” I understand this information is to be used by the College Admissions Office in evaluation of college applications, scholarship opportunities, athletic recruitment, etc. The VJMHS Counseling Office will submit transcripts and supporting documents. Students are responsible for submitting ALL applications and ALL standardized test scores if required.

This authorization is necessary for students to be able to request transcripts on Naviance to complete their college applications.

Student Signature

Parent Signature

Date

FOR COUNSELING DEPARTMENT USE:

Date form submitted by student: _____

