

Lee Ann Monroe  
Principal  
Michelle Aftuck  
Coordinator of Student Support



Keisha Velez  
School Home Coordinator  
Dot Higgin  
Coordinator of Student Affairs

**Northfield Middle & High School**  
**Paine Mountain School District**  
Phone: 802-485-4500  
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**Official Transcript Request Form**

STUDENT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

DOB: \_\_\_\_\_ Date of Graduation: \_\_\_\_\_

**OFFICIAL TRANSCRIPTS** are required for college application. In order for us to send your transcript to colleges either electronically or by mail, we need parent permission. Please fill out this form and return to Mrs. Dybala **AT LEAST TWO WEEKS** prior to your college application deadline.

**Please complete all college application information on Naviance, including requesting transcripts.**

I give permission for my son's/daughter's transcripts to be released to colleges.

PARENT/GUARDIAN SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

**FOR PAPER APPLICATIONS ONLY**

If a college does not accept electronic applications, please complete the information below, so that we can mail your transcript.

If your college does not use the Common Application, you may need to give Ms. Aftuck a counselor report form. Please check to see if the college requires this form.

| Common App? | College (Name & address of admissions office) | Counselor report form required | Date application mailed | Date counseling office mailed transcript |
|-------------|-----------------------------------------------|--------------------------------|-------------------------|------------------------------------------|
| Yes/ No     |                                               | Yes/ No                        |                         |                                          |
| Yes/ No     |                                               | Yes/ No                        |                         |                                          |
| Yes/ No     |                                               | Yes/ No                        |                         |                                          |

*To provide an academically rigorous, safe, and healthy learning community that fosters the intellectual integrity, strength of character, respect, and accountability required of capable, contributing citizens of a global society.*

-NMHS Mission Statement