

SAINT JOSEPH REGIONAL H. S. TRANSCRIPT REQUEST FORM

This form **must be turned in at least 2 weeks before the deadline** or we cannot guarantee transcripts will be processed on time. The SJR transcript does not include test scores. **Official transcripts must be sent by SJR** and cannot be given to a student for any reason. Colleges must be in Naviance in the “Colleges I’m Applying To” for Counselor to send transcript.

Student Name _____ Date _____

Full Name of College:

(Please circle the type of application, list the application deadline and circle the submission type.)

		<u>Deadline</u>	<u>Submission Type</u>
_____	Early Decision	_____	_____
1. _____	ED EA Regular Priority Rolling	_____	_____
2. _____	ED EA Regular Priority Rolling	_____	_____
3. _____	ED EA Regular Priority Rolling	_____	_____
4. _____	ED EA Regular Priority Rolling	_____	_____
5. _____	ED EA Regular Priority Rolling	_____	_____
6. _____	ED EA Regular Priority Rolling	_____	_____
7. _____	ED EA Regular Priority Rolling	_____	_____
8. _____	ED EA Regular Priority Rolling	_____	_____
9. _____	ED EA Regular Priority Rolling	_____	_____

Student is responsible to:

- Pay the application fee
- Send official ACT/SAT scores directly to the college (must be completed on-line)
- If you list a “mail” college, you must provide your counselor with an addressed, manila envelope with three (3) stamps (envelopes available in Guidance).

Student Signature _____

Self-Reporting Schools: When applying to schools like Rutgers, U of Florida, UPITT, all U of California schools, etc., YOU must “self-report” your transcript information through the on-line application. You still must add these colleges to your “Colleges I’m Applying To” list in Naviance and list on this form.

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To be completed by Guidance Office:

_____ Date Received
 _____ Date Submitted