

JAMES I. O'NEILL HIGH SCHOOL
GUIDANCE DEPARTMENT
PO BOX 287
HIGHLAND FALLS, NY 10928
845-446-4914
FAX: 845-446-2138

TRANSCRIPT REQUEST FORM USING NAVIANCE

Name of Student: _____ Date of Request: ____/____/____

I hereby request that my official high school transcript, which includes course grades and Regents exam scores, be sent to the college(s) below using Naviance:

Name of College(s): If the college requires your application materials to be mailed please provide college address.

How did you apply? ☐ I used Common App ☒ I did not use Common App
Please note symbol next to Name of College

PLEASE NOTE: It is the student's responsibility to arrange to have his/her SAT and/or ACT scores sent directly from the testing agency to the college admission office. This can be done online at sat.collegeboard.org or www.actstudent.org.

Signature of Student: _____ Signature of Parent: _____

*** Please plan to review this section with your Guidance Counselor***

Supplemental College Application Materials that will be sent with your Official Transcript:

- ☐ School Profile
- ☐ Counselor Recommendation
- ☐ School Report
- ☐ Teacher Recommendation #1 (_____)
- ☐ Teacher Recommendation #2 (_____)
- ☐ Teacher Recommendation #3 (_____)
- ☐ Other _____

Date Sent: ____/____/____
Sent By: _____