

**OFFICIAL TRANSCRIPT REQUEST FORM**

BLOOM-CARROLL HIGH SCHOOL GUIDANCE DEPARTMENT  
THIS FORM MUST BE COMPLETED AND RETURNED TO GUIDANCE OFFICE BEFORE A TRANSCRIPT WILL BE SENT

\_\_\_\_\_ Student name - Please print

\_\_\_\_\_ Grade

\_\_\_\_\_ Today's Date

**This form is NOT needed if you are applying via Common Application, since those must be submitted online**

**The purpose of this Transcript Request is for me to:**

\_\_\_\_\_ Apply to college or pursue higher education

\_\_\_\_\_ Transfer to another high school

\_\_\_\_\_ Enlist in the armed forces

\_\_\_\_\_ Obtain employment

\_\_\_\_\_ Apply for scholarship

\_\_\_\_\_ NCAA

\_\_\_\_\_ Other (Please specify) \_\_\_\_\_

**Please check which admission option is associated with your college admissions deadline (if applicable):**

\_\_\_\_\_ Regular Decision

\_\_\_\_\_ Early Decision

\_\_\_\_\_ Early Action

\_\_\_\_\_ Priority Scholarship Deadline

**Are any of the following items attached for submission? If so, please indicate.**

Fees \_\_\_\_\_ YES

Recommendations \_\_\_\_\_ YES (If so, who?)

Counselor Form \_\_\_\_\_ YES

Other \_\_\_\_\_

\_\_\_\_\_

Have you already applied to this college?

YES NO

**ESTIMATED** date you will be submitting your college application if NO \_\_\_\_\_

APPLICATION DEADLINE: \_\_\_\_\_

Permission is hereby granted for the release of a transcript/grade card of high school grades. It is to be sent to the following address:

Name of College/Organization: \_\_\_\_\_

Admissions Office Address: (Please print neatly): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Student Signature \_\_\_\_\_

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**FOR OFFICE USE ONLY**

Submittal Date: \_\_\_\_\_

Submitted by \_\_\_\_\_