

**RUTHERFORD HIGH SCHOOL -TRANSCRIPT REQUEST FORM**

**Common Application**

Application Deadline Date: \_\_\_\_\_

Name of Student: \_\_\_\_\_ Class of: \_\_\_\_\_

College Name: \_\_\_\_\_

College Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Check all that apply:**

Application included with this request

I have applied on-line

Payment included with this request

I will apply on-line by \_\_\_\_\_(date)

**Important:**

- Transcript request forms must be submitted/received by your counselor at least **4** weeks prior to your deadline.
- Official transcripts must be mailed directly by our office.

Application Forms:

Counselor's Initials: \_\_\_\_\_

Secondary School Report Form

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

Mid-year Report Form

# of \_\_\_\_\_ stamped, addressed

Final Report Form

envelope(10 X 13)

Teacher Evaluation Form 1

included

Teacher Evaluation Form 2

Letters of Recommendations:

Stamped addressed envelope for mid-year report (if necessary)

1: \_\_\_\_\_

2: \_\_\_\_\_

Student Signature (over 18): \_\_\_\_\_

Parent Signature: \_\_\_\_\_