**Wellington-Napoleon High School**

**Transcript Request Form**

**Full Legal Name (Please print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of Graduation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I need: \_\_\_\_\_\_\_\_ unofficial transcript \_\_\_\_\_\_ official transcript**

**Name of scholarships, colleges, universities you Deadlines (if applicable)**

**are requesting your transcript to be sent: Please provide**

**address**

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**Please check one:**

**\_\_\_\_\_\_ I will be applying to these schools ONLINE**

**\*\*When applying online, be sure to see if a “Counselor Form” or “Secondary Report” form is required. Print it and bring it to the counseling office to be processed with your transcript. Some schools require this, some do not.**

**\_\_\_\_\_ Please hold my transcript until I bring in the paper application along with and letters of recommendation, fees, and/or required essays.**

**\_\_\_\_\_ My paperwork is attached. Please send it with my official transcript.**

**\_\_\_\_\_ I will need the transcript in a sealed envelope.**