



Official Transcript Release and Request Form

Sherwood High School

Counselor Use Only

Date Received: _____

Date Entered: _____

Student Name: _____

Student ID #: _____

Student E-Mail: _____






Student Contact Number: _____

Counselor Name: _____

I have:

- Completed my Senior Brag Sheets on Naviance Family Connection
- Matched my Common App with Naviance
- Signed my FERPA waiver and release on Common App

****Return to your counselor at least THREE WEEKS prior to your school's deadline.****

Name of College/University City, State	How are you applying?	College Deadline Date					
	<i><u>YOU MUST CIRCLE ONE</u></i>	(If rolling deadline write in "R")	✓ if you are applying through college website	✓ if college only accepts applications by mail	✓ if you are applying through the Coalition App	✓ if you are applying through the Common App	✓ if college accepts the Common App but you are not applying through the Common App
1.	EA ED P Reg R						
2.	EA ED P Reg R						
3.	EA ED P Reg R						
4.	EA ED P Reg R						

I authorize the SHS Counseling Department to release records to requested post-secondary institutions or prospective employers. _____
Student Signature

I hereby waive my right to review the Secondary School report and Counselor/Teachers Recommendation(s). _____
Student Signature

***Parent/Guardian Signature of student is not 18 years of age: _____ Date: _____

*Remember to follow up with an electronic teacher recommendation request in Naviance.

*Sherwood does not send Official SAT/ACT scores to your schools. Requests must be made online through Collegeboard.org for SAT & Actstudent.org for the ACT.