



A 1,500-year tradition in preparing young men for life

TRANSCRIPT RELEASE FORM

Student's Name _____ Student's DOB: _____

PARENT AUTHORIZATION:

This authorizes Benedictine High School to prepare and process all transcripts that are requested for submission with college applications and/or scholarship applications, and verifies that I have read the student responsibilities below.

(Parent /Student Signature)

(Date)

If student is over the age of 18, student may sign instead of parent.

ATHLETES: *This authorizes the Benedictine High School Counseling Office to process transcripts and test scores that are requested by college/university coaches and by the student for NCAA Clearinghouse.*

(Parent / Student Signature)

(Date)

If student is over the age of 18, student may sign instead of parent.

ALL STUDENTS: ***Please read and sign below.***

Naviance

I understand that I must add the colleges I am applying to in Naviance and specifically contact my Counselor with the colleges I would like them to send transcripts to.

Test Scores

I understand that it is my responsibility as a student to arrange for my ACT and/or SAT scores to be sent from the testing companies directly to all colleges to which I am applying. Please note: Your test scores appear on your transcript, but some colleges do not accept them.

Student Athletes

I understand that to be considered to participate in Division I or II college athletics, I must go onto the www.eligibilitycenter.org after the junior year to complete the on-line registration/payment, and submit a request to BHS Counseling Office to send the transcript to the NCAA Clearinghouse through Naviance.

(Student Signature)

(Date)

STUDENTS MUST RETURN THIS SIGNED FORM TO THE COUNSELING OFFICE

*Please note that NO college applications will be processed unless this form is filed in the Counseling Office.