



SCHOOL TRANSCRIPT RECORDS

In order to accurately place a student academically, and to account for all previously received credits, it is essential that we have all former school information (grades 8-12).

It is also important that you provide us with a transcript or most current report card prior to your son or daughter's interview.

Once your son/daughter is accepted we must have an Official Year-end Transcript before we can place him/her in any academic classes.

Name, Address, Phone number of School or Program	Grades Attended	Years Attended	Completed (Y/N)
_____	_____	_____	_____

_____	_____	_____	_____

_____	_____	_____	_____

Please print student's full name

Please feel free to contact me if you have any questions.
Susan R. Dube, Registrar
207-443-7141