Milford High School
Transcript Release Form

Student Name__________________________________________Student ID__________________________

I plan to use this transcript to (check all that apply):

☐ Apply to a college or university
   ☐ I applied using the Common App  ☐ OR  ☐ I applied direct to the institution

☐ Apply to CCP – College Credit Plus  ☐ AND  ☐ I have submitted my Statement of Intent

☐ Other ________________________________

College/Organization Name and address________________________________________
________________________________________________________________________
________________________________________________________________________

What documents do you need Counseling to send for you? Please check the appropriate box.

<table>
<thead>
<tr>
<th>Counseling to Send</th>
<th>Materials</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counselor Form</td>
<td>(please print the form and include with this release)</td>
</tr>
<tr>
<td>Test Scores - ACT and/or SAT</td>
<td>(Most schools require scores be sent from ACT or SAT)</td>
</tr>
<tr>
<td>Additional Materials</td>
<td>(please list)</td>
</tr>
</tbody>
</table>

Letters of Recommendation written by (teachers send letters – students monitor on Naviance):
________________________________________________________________________
________________________________________________________________________

TRANSCRIPT AUTHORIZATION

I request that Milford High School send a copy of my high school transcript which includes the following: grades and subjects, grade point average, class rank, and attendance. It is my responsibility to confirm with the institution that my application is complete. It is also my responsibility to notify the Counseling Office of any additional requested information, including mid-year reports and mid-year transcripts. I understand that failure to complete any step in the application process could result in a delay and late filing. Transcripts will be sent within 14 days of receiving the request.

__________________________________________
Student Signature

__________________________________________
Date

__________________________________________
Parent Signature (if student under 18)

__________________________________________
Date