

BRISTOL EASTERN HIGH SCHOOL
School Counseling Department CEEB: 070.076
Active Transcript/School Records Release

Each request for a release must be provided to the School Counselor in writing with a parent/guardian signature. You may only use one request form per college/scholarship. Please allow 5 – 7 days for processing

1. Student Information & Authorization

I authorize Bristol Eastern High School to release a copy of the transcript of the student named below:

Student Name: _____

Parent/Guardian Signature	DATE	Student Signature	DATE
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NOTE: In order to secure the integrity of the Bristol Public School District, as a matter of practice, "official" transcripts will not be released directly to student or parent/guardians. Parent/student may, however, receive an unofficial copy of the student transcript. If there is an extenuating circumstance, the designated recipient may receive written notification of such release.

A faxed copy of this release is as valid as the original. Fax# (860) 584-3896

2. Institution/Committee Name

Name of Institution/Committee Bristol Historical Society Scholarship

Address c/o Elizabeth Phelan, Chairperson
90 Pinehurst Rd, Bristol, CT 06010
City, State, Zip Code

Please email transcripts to:
lizph12@sbcglobal.net
on April 3, 2020

(Provide full name, including branch if applicable and a full mailing address)

3. Application Information

How did you submit your application

- Online to lizph12@sbcglobal.net
- Common Application

Common App Username _____ Common App Password _____

Due Date for application _____ / **Date you submitted your application** _____

Application Deadline type Regular Decision Early Action Early Decision N/A

Have you or are you requesting a fee waiver? Yes No

Please list by priority, which letter(s) of recommendation you wish to include in your application (If left blank, Naviance will choose automatically) Applicant will include

_____ With application _____

4. Test Scores (SAT/ACT)

Have you released your SAT/ACT (circle one) scores

- Yes N/A
- No
- Choosing not to send scores "test optional"

PLEASE NOTE: It is the student's responsibility to provide SAT/ACT scores to colleges. If you have not done so already, for SAT go to www.collegeboard.com or for ACT go www.actstudent.org and follow the instructions on how to send your test scores.

5. School Counselor Section ONLY

Counselor Name: _____

- Sent Via Naviance Date Sent: _____
- Please Mail (see address above)

Notes/Instructions to Guidance Secretary: _____