



**HAVERHILL HIGH SCHOOL GUIDANCE DEPARTMENT  
TRANSCRIPT REQUEST FORM**

COMPLETE FORM AND SUBMIT WITH **EACH** COLLEGE APPLICATION  
**ALLOW 2 WEEKS FOR GUIDANCE TO PROCESS AND MAIL**

**STUDENT NAME** \_\_\_\_\_

**COUNSELOR NAME** ALSUP BEAUDOIN FOSTER MCGLEW MASSAHOS SULLIVAN POWERS

**COLLEGE NAME** \_\_\_\_\_

**COLLEGE MAILING ADDRESS** \_\_\_\_\_  
\_\_\_\_\_

**MAJOR APPLIED FOR** \_\_\_\_\_

**APPLICATION DEADLINE** \_\_\_\_\_

**APPLICATION TYPE (CHECK ONE):**

- \_\_\_\_\_ Regular application  
\_\_\_\_\_ Internet/Online Application  
\_\_\_\_\_ Common application

**ATTACHMENTS (CHECK AS MANY AS APPLY):**

- \_\_\_\_\_ Application fee (check, money order, waiver)      \_\_\_\_\_ Notarized Residency Statement  
\_\_\_\_\_ Essay      \_\_\_\_\_ Mid Year Report Form  
\_\_\_\_\_ School Report Form

**RECOMMENDATION LETTERS (FROM TEACHERS, COUNSELOR, ETC.):**

Name \_\_\_\_\_ Attached \_\_\_ / On File \_\_\_ (check one)

Name \_\_\_\_\_ Attached \_\_\_ / On File \_\_\_ (check one)

Name \_\_\_\_\_ Attached \_\_\_ / On File \_\_\_ (check one)

**DATE RECEIVED IN GUIDANCE:** \_\_\_\_\_

**IF NOT COMMON APP, DATE MAILED FROM GUIDANCE:** \_\_\_\_\_

**IF COMMON APP, DATE SUBMITTED VIA NAVIANCE:** \_\_\_\_\_