

JAMES I. O'NEILL HIGH SCHOOL
GUIDANCE DEPARTMENT
PO BOX 287
HIGHLAND FALLS, NY 10928
845-446-4914
FAX: 845-446-2138

TRANSCRIPT REQUEST FORM USING NAVIANCE

Name of Student: _____ Date of Request: ____/____/____

I hereby request that my official high school transcript, which includes course grades and Regents exam scores, be sent to the college(s) below using Naviance:

Name of College(s): If the college requires your application materials to be mailed please provide college address.

How did you apply? * I used Common App ✓ I did not use Common App

Please note symbol next to Name of College

PLEASE NOTE: It is the student's responsibility to arrange to have his/her SAT and/or ACT scores sent directly from the testing agency to the college admission office. This can be done online at sat.collegeboard.org or www.actstudent.org.

Signature of Student: _____ Signature of Parent: _____

Please plan to review this section with your Guidance Counselor

Supplemental College Application Materials that will be sent with your Official Transcript:

- School Profile
- Counselor Recommendation
- School Report
- Teacher Recommendation #1 (_____)
- Teacher Recommendation #2 (_____)
- Teacher Recommendation #3 (_____)
- Other _____

Date Sent: ____/____/____
Sent By: _____