**TRANSCRIPT REQUEST FORM** — Henry Abbott Technical High School
(for high school students)

Date: ________  Student Name: ___________________________  Counselor: __________

Date of Birth: ______  Year of Graduation: ______  Phone Number: ___________________________

**Submit this completed form to your school counselor 10 days prior to the college application deadline.**

I would like the following (please check applicable boxes):
- [ ] Official Transcript
- [ ] Immunization Record (required for CT community college)
- [ ] Letters of Recommendation (only if using a specific school application - you must provide your counselor with copies of the letters; if applying through common app, teachers will upload their letters of recommendation electronically when you enter their email information into your common app account)

Names of Teachers: __________________________________________

Please note: you must send all SAT/ACT scores directly from College Board or ACT to the college you are applying to. The CEEB code for Henry Abbott is 070123. (If you are applying to a CT Community College, you must print out a copy of your SAT scores and submit to your counselor).

- [ ] Mail/send to any and all schools and/or scholarships I apply to.

Please complete information in table below.

| College/University Name | Applying through CommonApp OR School Specific Application (please indicate below) | Application Deadline | College/University Admissions Email Address
|-------------------------|---------------------------------------------------------------------------------|----------------------|--------------------------------------------------
|                         |                                                                                 |                      | (provide only if applying to colleges using their school specific application; if you don’t know the email, look it up) |
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|                         |                                                                                 |                      |                                                  |

Signature: ____________________________________________  ____________________________

STUDENT  PARENT

Office Use Only:

Date uploaded to Common App ___________________

Date submitted electronically to college or SENDedu

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