

# WOODSTOCK HIGH SCHOOL

## Active Student

### Transcript Request Form

**Counselor recommendation forms must be attached to be completed**

**All requests for transcripts will be processed within 24-48 hours.**

**Transcript fee is \$5.00 each school**

Date Requested \_\_\_\_\_ Date of birth \_\_\_\_\_

Student ID Number \_\_\_\_\_ Current Phone Number \_\_\_\_\_

Current Students Name \_\_\_\_\_

Current Mailing Address \_\_\_\_\_

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All Official Transcripts MUST be mailed to the Institution of your choice

Name and address of school: \_\_\_\_\_

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Counselor recommendation form attached? Yes \_\_\_\_\_ No \_\_\_\_\_ No rec. needed \_\_\_\_\_

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Name and address of school: \_\_\_\_\_

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Counselor recommendation form attached? Yes \_\_\_\_\_ No \_\_\_\_\_ No rec. needed \_\_\_\_\_

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**Add more schools on back**

All Official Transcripts MUST be mailed to the Institution of your choice

Name and address of school: \_\_\_\_\_

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Counselor recommendation form attached? Yes\_\_\_\_\_ No\_\_\_\_\_ No rec. needed\_\_\_\_\_

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Name and address of school: \_\_\_\_\_

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Counselor recommendation form attached? Yes\_\_\_\_\_ No\_\_\_\_\_ No rec. needed\_\_\_\_\_

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Name and address of school: \_\_\_\_\_

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Counselor recommendation form attached? Yes\_\_\_\_\_ No\_\_\_\_\_ No rec. needed\_\_\_\_\_

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Name and address of school: \_\_\_\_\_

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Counselor recommendation form attached? Yes\_\_\_\_\_ No\_\_\_\_\_ No rec. needed\_\_\_\_\_

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***ATTENTION STUDENTS!!***

***If you have not completed your college application, recommendation forms cannot be completed by counselors. If your application is online, the online application must be completed at least 2 business days prior to requesting the counselor recommendation form.***

Official mailed: \_\_\_\_\_

Unofficial Issued \_\_\_\_\_