

**ARROWHEAD HIGH SCHOOL
RELEASE OF TRANSCRIPT**

www.arrowheadschoools.org

PLEASE ALLOW **7-10 SCHOOL DAYS** PRIOR TO DEADLINE

Name		Counselor (Current students only)	
Student ID# (Current students only)		Application Deadline (ALLOW 7-10 SCHOOL DAYS)	
Grad. Year		Date of Birth	
Today's Date		Student Email	
Student Signature		Parent Signature (if student under 18)	

I authorize **ARROWHEAD HIGH SCHOOL** to release my transcript to:

TO ARROWHEAD SCHOLARSHIP FUND COMMITTEE

THE COUNSELING OFFICE WILL SEND TRANSCRIPTS DIRECTLY TO THE AFS COMMITTEE.
APPLICANTS **DO NOT** NEED TO PICK UP OR DELIVER TRANSCRIPTS TO THE COMMITTEE.

TRANSCRIPTS FOR CURRENT STUDENTS

1. **Allow 7-10 SCHOOL DAYS prior to deadlines.** (Incomplete applications may take longer) Check school vacation dates carefully!!
2. Complete **ONE** release form for each transcript requested.
3. Submit your application online and print out a counselor/school report.
4. If you did not pay your application fee online, attach a check (payable to the university or college) to the release form and the counselor/school report.
5. Remember to have official ACT/SAT scores sent directly from the testing agency.

TRANSCRIPTS FOR GRADUATES

1. Complete **ONE** release form for each transcript requested or write a letter of request including name, address to be sent, year of graduation and an original signature.
2. For graduates only, there is a \$5 fee per transcript. (Checks payable to **ARROWHEAD HIGH SCHOOL**)
3. This form may be printed from the website (www.arrowheadschoools.org)
4. We cannot accept telephone releases or faxed signatures.
5. Mail this form (**AHS, 800 North Ave., Hartland, WI 53029, Attn: Julie**) **OR** come directly to the North Campus Guidance office for transcript(s).

Office Use Only Date Received : _____ Date Mailed _____ College form incl _____ Letter of Rec/ Essay _____

(Reqtrans10)