



# Vanguard Transcript Request

Vanguard School Code: 060-249

**DO NOT TURN THIS FORM IN MORE THAN TWO WEEKS BEFORE SUBMITTING YOUR APPLICATION TO THE COLLEGE**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name of College: \_\_\_\_\_  
College/University or NCAA/NAIA/Scholarship Which Campus? (City)

**Application Deadline** \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_ I have added this college to "Colleges I'm Applying To" in Naviance Family Connection

I HAVE APPLIED IN THE FOLLOWING MANNER: (required please choose one)

\_\_\_  **Electronically through the Common Application**

\_\_\_  **Electronically using a college specific online application**

\_\_\_  **Paper Application**

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Decision Plan

\_\_\_ Early Decision \_\_\_ Early Action \_\_\_ Regular Decision \_\_\_ Rolling Decision \_\_\_ Single Choice Early Action

### Test Score Information (ACT, SAT, SAT Subject Tests, AP)

Scores must be sent directly from either The College Board or ACT to the College/University

For office use only: Date Received \_\_\_\_\_ Recorded in Transcript Log: \_\_\_\_\_  
Initial Transcript \_\_\_\_\_ Midyear Transcript \_\_\_\_\_ Final Transcript \_\_\_\_\_

*Note: The College Counseling Office will be closed from December 22 – January 3. Requests for transcripts needed for January 1<sup>st</sup> deadlines must be submitted by December 15.*