

TO THE STUDENT

After completing the section below, please relay this form to your secondary/high school counselor or college advisor to accompany the submission of your official final high school transcript.

Please note: Official documents from other institutions or agencies—college/university transcripts reporting concurrent enrollment or dual credit coursework, or Advanced Placement/International Baccalaureate exam results—should be submitted to Southwestern University as soon as they become available.

APPLICANT'S LAST NAME	FIRST	MIDDLE
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PERMANENT HOME ADDRESS: STREET & NUMBER	CITY	STATE/PROVIDENCE	ZIP/POSTAL	COUNTRY
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Privacy Notice: The materials submitted in this report are subject to the provisions of the Family Educational Rights and Privacy Act (FERPA).

I authorize the release of all requested records and authorize review of this document for admission-related purposes.

STUDENT'S SIGNATURE

DATE

TO THE SECONDARY SCHOOL COUNSELOR

Please complete the section below and submit this form when final grades are available. Feel free to provide any additional comments about the applicant on a separate sheet or letterhead, if necessary.

Will you be attaching additional comments/remarks about this candidate? Yes No

COUNSELOR'S LAST NAME	FIRST	MIDDLE
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TITLE/POSITION	SCHOOL
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PERMANENT HOME ADDRESS: STREET & NUMBER	CITY	STATE/PROVIDENCE	ZIP/POSTAL	COUNTRY
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OFFICE PHONE	OFFICE FAX
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EMAIL ADDRESS

COUNSELOR'S SIGNATURE

DATE

When completed, please return to: Office of Admissions, Southwestern University, P.O. Box 770, Georgetown, TX 78627-0770