EMORY COLLEGE OF ARTS AND SCIENCES

Final Transcript Release Form

Emory University Office of Admission

Admitted Student

Please fill in the information and give this form to your principal, headmaster, or counselor at least one month before your school year ends. (Please print.)

Applicant's Name Last First Middle

Applicant's Address *(number and street)*

City State or Country Zip

School

School's Address *(number and street)*

City State or Country Zip

School's Telephone Number *(area code and number)*

College Counselor

This student has been tentatively admitted to Emory College of Emory University contingent upon his/her satisfactory completion of high school or secondary school.

Please attach to this form a copy of the student's **final high school/secondary school transcript.** The final transcript must include all final course evaluations and the date or certification of the student's graduation from high school. Final transcripts should be sent to Emory as soon as possible after the student's graduation and **must arrive no later than July 1.**

If this student has changed his/her course selections since your previous school report, please indicate any changes on the transcript or on an attached piece of paper.

With each student's completed admission application, Emory receives written authorization and consent signed by the student and his/her parent or guardian for your school to furnish all requested information to Emory, including whether the applicant has ever been subject to any school-related disciplinary action for violation of school rules, misconduct infraction, academic dishonesty, or otherwise.

Since your previous school report and/or recommendation, please comment on any significant additions to or changes in the applicant's academic, extracurricular, or character record.

☐ Check here if this student will not graduate from your school. *

☐ Check here if this student's education has been interrupted for any reason. *

☐ Check here if this student has been subject to any school-related disciplinary action for violation of school rules, misconduct, conduct infraction, academic dishonesty, or otherwise. *

☐ Check here if this student has any court convictions other than traffic violations of which you are aware. *

* Please attach a separate sheet to explain.

Name of Secondary School Official Date

Position

Return directly to:

Emory University
Office of Admission–Undergraduate
3263-001-1AA
1390 Oxford Road NE
Atlanta, Georgia 30322-1016

Emory University is committed to a policy of nondiscrimination on the basis of race, color, religion, sex, sexual orientation, national origin, age, disability, or veteran/Reserve/National Guard Status.