Request for college application by student or parent:

I hereby authorize CCTE to forward information from my official records to colleges and/or universities, employers or organizations upon my, or my parent’s request. Instructions for student: **Please sign and turn in to Guidance Office ASAP.** When you are ready to request items to be sent, please bring this signed form to the Guidance Office. All requests are to be made directly to Mrs. Yost, guidance secretary.

Authorization for Release of Transcript: Center for Career and Technical Education

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Request Date | Date Sent | Transcript | Counselor Rec. | Scholarship Name |
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| Request Date | Date Sent | Transcript | College/Trade/Union Name & Address |
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