



## WAIVER FOR RELEASE OF OFFICIAL STUDENT TRANSCRIPT

WILLIAM ALLEN HIGH SCHOOL

106 N. 17<sup>th</sup> St  
Allentown, PA 18104

Student's Name \_\_\_\_\_ ID# \_\_\_\_\_

You have requested our counseling office to release your transcript to meet the admissions requirement for post-high school institutions, such as colleges, universities, technical schools, a branch of the military or a scholarship application. The information on your transcript includes the grades earned in grade 9 through the date of application, test scores, list of activities, work experience and comments on the student's readiness for college.

It is the desire of William Allen High School to maintain this information in confidence, to be used only in the admissions process and not to be opened for inspection by anyone, including the student for whom it was prepared.

Your SAT/ACT scores will appear on your permanent transcript. If you decide to not include these scores on your permanent transcript please initial below:

**I DO NOT WANT MY SAT/ACT TEST SCORES TO APPEAR ON MY PERMANENT TRANSCRIPT.**

\_\_\_\_\_ Student please initial only if age 18 or above.

\_\_\_\_\_ Parent/guardian please initial only if student is age 17 or below.

Please sign and date this form and complete the activity update information on the back and return this form your school counselor. **PLEASE ALLOW A MINIMUM OF TWO WEEKS FOR THE COUNSELING OFFICE TO PROCESS YOUR APPLICATION.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
\*Student please sign only if age 18 or above

\_\_\_\_\_  
\*Parent/guardian please sign only if student is  
age 17 or below

ACTIVITY UPDATE

NAME: \_\_\_\_\_

ID#: \_\_\_\_\_

COUNSELOR: \_\_\_\_\_

Please complete. Be sure to list if you held a special position such as team captain, president, etc.

(example: Varsity Basketball – 9,10,11,12)

SPORTS:

CLUBS:

ACTIVITIES/AWARDS: