

COLLEGE ADMISSION AND SCHOLARSHIP APPLICATION FORM
(One completed form for each application is required)

***IMPORTANT: It is necessary to have your applications in to the Guidance Center at least 5 working days before the necessary mailing date.**

Last Name	First Name	Date
Name of College or Scholarship Application _____		
Applied on-line	Yes No	Application Deadline (If any)_____
Application Fee Included	Yes No	Not Required Has been waived Has been paid
Transcript Required	Yes No	
Essay or Statement Enclosed (if required)	Yes No	Not Required
Letters of Recommendation Required	Yes No	If yes, how many 1 2 3
\$1 Mailing & Processing Fee (Must be included)	Yes No	Please include any pre-addressed envelopes

Persons Writing Letters of Recommendation: Remember, you should ask for these at least two weeks in advance, several copies are beneficial, and it is possible to keep them on file in the Guidance Center with the permission of the teacher.

_____	Is this letter included? Yes No
_____	Is this letter included? Yes No
_____	Is this letter included? Yes No

Are there any **special instructions** or needed items?

APPLICATIONS MUST BE COMPLETE

****Note:** If an application has a school and / or counselor portion to complete, please bring this portion in early. Letters of recommendation should be turned in as soon as possible.

Office Use Only

Date Received: _____	Date Sent: _____
Initial: _____	Initial: _____
Trans Approval _____	