

MINNETONKA HIGH SCHOOL TRANSCRIPT RELEASE

NAME (last, first) _____

GRAD YEAR _____

BIRTHDATE _____

CELL PHONE _____

STUDENT EMAIL _____

TODAY'S DATE _____

CIRCLE YOUR COUNSELOR:

Dave Bierly | Brad Burnham | Theresa Exenberger | Conor Maher | Stephanie McClendon
Kendra Olson | Jennifer Stout | Christina Taylor | Amanda Wavrin

I authorize Minnetonka High School to release my official transcript to the place(s) indicated below:

Student's Signature _____ Parent's Signature (if under 18) _____

COLLEGE(S) or SCHOLARSHIP*:

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

How to Apply to College:

1. Submit each completed application directly to the college.
2. Using the Common App? **If yes:**
 - Complete the **FERPA Release Form** in your Common App account.
 - In **Naviance Student**, under the Colleges tab, click on "Colleges I'm applying to." Enter your Common App email address into the Common App Matching screen.
3. Does your college require a letter of recommendation from a counselor? Complete the **Senior Questionnaire** in **Naviance Student**, under the "About Me" section.
4. Does your college require a letter of recommendation from a teacher? If yes, which teachers have you asked for a letter?
1 _____
2 _____
Please select the teachers' names in the Letters of Recommendation section in **Naviance Student** under the "Colleges" tab.

PLEASE ALLOW 2 WEEKS IF YOUR COLLEGE REQUIRES A LETTER OF RECOMMENDATION

5. Contact ACT or SAT to send your official scores to each college:
ACT – www.actstudent.org
SAT – www.collegeboard.org
6. Complete this Transcript Release form and submit to the College and Career Center.

NAVIANCE STUDENT
student.naviance.com/minnetonka

Additional Information for the Common Application

MHS School Code: 240780
Senior Class Size: 806
Class Rank: None
GPA Scale: 4.0
GPA Weighting: Weighted

Counselors

Dave Bierly	david.bierly@minnetonkaschools.org	952-401-5820
Brad Burnham	brad.burnham@minnetonkaschools.org	952-401-5816
Theresa Exenberger	theresa.exenberger@minnetonkaschools.org	952-401-5824
Conor Maher	conor.maher@minnetonkaschools.org	952-401-5819
Stephanie McClendon	stephanie.mcclendon@minnetonkaschools.org	952-401-5821
Kendra Olson	kendra.olson@minnetonkaschools.org	952-401-5823
Jennifer Stout	jennifer.stout@minnetonkaschools.org	952-401-5818
Christina Taylor	christina.taylor@minnetonkaschools.org	952-401-5813
Amanda Wavrin	amanda.wavrin@minnetonkaschools.org	952-401-5817