

In order to send your transcript and a school recommendation, I need

SECONDARY SCHOOL REPORT FOR:

(Student's Name Here)

Checklist of forms you **MUST** include in this packet:

- ONE** Secondary School Report (SSR) Form for all Common Application schools on your list (not necessary for UCs, CSUs). You can download the forms from the Common Application website or from the individual college's website.
- Your top portion of the form completed and signed. This includes listing the courses you plan to take next semester.** If you don't know the name of a course, you can list "Advanced English" or "Advanced History."
- Check the box that states, "Yes, I waive my right to see this recommendation."
- A stamped (two stamps, please!) addressed envelope for each form/transcript (if you need transcripts for six schools, there should be six envelopes, one addressed to the admission office at each college).
- Another stamped (one stamp) addressed envelopes for each college so that I can send your final semester grades at the end of January.
- Your student resume.

List here each college that requires a Secondary School Report form and its application deadline. It will help me if you order the list from the earliest to the latest due date.

Due Date	Name of College	(MidSem	7Sem)
_____	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		

List here the other schools (UCs, CSUs) to which you are applying that do NOT require recommendations (please list each campus):
