Huntington High School
Records Release Form
CEEB Code 332490

This form must be completed for each college you apply to and returned to the College Office in Room 120. Please allow 15 school days for processing. See the back of this form for specific application procedures and deadlines. As a reminder, the Transcript Approval Form must be signed and turned into Central Guidance in order to release your transcript.

Student Name:_____   Date: _____

College/University Name & Campus (if applicable):_____   City/State:_____

 Major/Minor: _____

☐ Early Decision (ED) or ED II ☐ Early Action (EA) ☐ Restrictive Early Action (REA) ☐ Regular Decision (RD) ☐ Rolling Admission

Deadline _____   **Deadline _____**   **Deadline _____**   **Deadline _____**

_____

Student Checklist

Application Type (Please check how you applied)

☐   Common Application   ☐   SUNY Application   ☐   CUNY Application   ☐   College Specific Application

I have completed the Common Application FERPA waiver: ☐ Yes   ☐ No

Common Application ED Agreement must be completed if applying Early Decision   ☐ Yes   ☐ No

Standardized Tests (SAT/SAT Subject Tests/ACT): It is the student's responsibility to request that the testing agency send official scores to colleges/universities and the NCAA. It takes approximately 4-6 weeks for testing agencies to forward the scores.

Teacher Letters of Recommendation: Please see the Recommendation Letter Request Form for specific procedures.

By signing below, I authorize Huntington High School to release my academic records. All letters of recommendation are confidential and not for review by students or parents. Should any course of study for 12th grade change, for any reason, I understand that it is my responsibility to notify each college admissions office. The College Office will forward midyear report cards for all students who apply via the Common Application, and as requested, to non-Common Application colleges. Final transcripts will be sent to the college of your choice following commencement.

_____   _____

Student Signature   Parent/Guardian Signature

_____

FOR OFFICE USE ONLY

Date Received: _____

Completed: ☐ Transcript   ☐ Profile   ☐ LOR   ☐ SSR   ☐ ED Agreement   ☐ FW CA/NACAC