

**LAFAYETTE HIGH SCHOOL
APPLICATION DATA SHEET FOR COLLEGE ADMISSION AND
SCHOLARSHIP APPLICATIONS**

ATTENTION SENIORS!! This form MUST be completely filled out before any applications will be processed!

*****10 DAYS PROCESSING TIME REQUIRED*****

STUDENT'S NAME _____

TODAY'S DATE _____

DATE RECEIVED BY COLLEGE CENTER: _____

College/University	Deadline for MAILING	Did you apply via The Common Application (Y/N)**	Counselor Recommendation F=Form Only L=Letter* B=Both	Teacher Recommendations F=Form Only L=Letter B=Both
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____

Special Instructions: _____

If your application(s) requires one or more teacher's recommendation(s), please complete the chart below:

TEACHERS WRITING RECOMMENDATIONS	WHO WILL MAIL (TEACHER OR COLLEGE CENTER)
_____	_____
_____	_____

If one or more of your applications requires a counselor's letter of recommendation, you must submit the green Student Advising/Recommendation Packet. The completed Student Advising/Recommendation Packet must be submitted AT LEAST 10 SCHOOL DAYS prior to when your application needs to be mailed. All counselor recommendations and secondary school reports/counselor forms are completed by your assigned College Specialist.

****If you applied with *The Common Application*, see your College Specialist about special instructions that will allow the College Center to submit your materials electronically.****

(OVER FOR COLLEGE ADDRESS AND RELEASE INFORMATION)

TRANSCRIPT RELEASE INFORMATION

On file signature required-see Transcript Release Form (blue form)

The official transcript reports courses and grades earned beginning in the student's freshman year of secondary school (whether Lafayette or at a previous school) as well as summer school and correspondence courses. The transcript also includes semester and cumulative grade point average (weighted and un-weighted) and current class rank.

Standardized test scores are also included with the transcript. **Lafayette includes all ACT and SAT results unless notes are given by the student under "Special Instructions."**

If a college or university asks about suspensions/discipline, we will disclose any out-of-school suspensions or other serious infractions. It is in your best interest to self-disclose these infractions when asked on the application. Please contact your college specialist if you have any questions.

An *official* transcript (one which bears the seal of the school and the original signature of a school administrator) cannot be released directly to a student or parent or guardian. It must be sent directly from Lafayette to the party requesting it. Students and their parents are welcome to request an unofficial transcript at any time.

It is your responsibility to know **ALL** application deadlines for each school to which you are applying – including deadlines for scholarship/financial aid, housing and any other deposits that may be required.

1. Institution Name: _____

Address: _____ City, State, Zip _____

2. Institution Name: _____

Address: _____ City, State, Zip _____

3. Institution Name: _____

Address: _____ City, State, Zip _____

4. Institution Name: _____

Address: _____ City, State, Zip _____

5. Institution Name: _____

Address: _____ City, State, Zip _____