

Med Tech's Records Request Form

Name _____ Grade _____ Date _____

Please check items to be sent:

	Transcript	Official	Unofficial	Final Transcript	w/class rank & GPA
	Application	Scholarship	College Application	Community Service	Special Program
	Fee Waiver	SAT	ACT	College Application Fee	
	Check/Money Order				
	Essay				
	Resume				
	Counselor Rec*				
	School Report*				
	Teacher Recommendation from:	1)	2)		
	TSI Test	Compass	THEA	Accuplacer	TAKS
	Other				

Please specify due date:

Postmark
Deadline: _____

Or

Received by
Deadline: _____

Send to:

This request form must be submitted to counselor's office at least a week before deadline to mail. Be careful on applications that have a received by deadline, since we need to account for delivery.

* The senior questionnaire and resume must be submitted or on file at least two weeks before postmark deadline for the counselor to write a letter of recommendation and /or complete a secondary report.