North Creek High School

Northshore School District No. 417

3613 191st Place SE • Bothell, WA 98012 (425) 408-8800 • FAX (425) 408-8812

**Consent to Release Student Records from North Creek High School**

Notice: Student records obtained under this request remain subject to the requirements of the Federal “Family Educational Rights and Privacy Act of 1974,” which requires written parent or student consent before the records may be shared with any other party.

North Creek High School may release the following student records: (Please Print)

Last Name (Maiden Name) First Name Middle Initial

Street Address City State ZIP

 ( )

Student # Current Grade Class of Birthdate Contact Phone Number Student email Address

List colleges or institutions you are requesting records for. Read application requirements thoroughly as some universities DO NOT want a transcript. If your Counselor is filling out the Common Application online for you, DO NOT mail a transcript.

1. 4.

Name of Institution State Name of Institution State

2.

5.

Name of Institution State Name of Institution State

3. 6.

Name of Institution State Name of Institution State

**TOTAL # of official, sealed copies:** One unofficial transcript (you may make copies)

Did you transfer to NCHS from an out-of-district or out-of-state high school?

Date and sign for records requested:

Signature Date

**Pick order up from Counseling Office Manager in 3 work days. You will be given a sealed envelope for each official transcript requested. You need to mail it.**

**Requested by:** Student Parent/Guardian

For Office Use Students over 18 must request their own records and pick them up unless designated in writing by student.

Picked up by

Date

Prepared by

Date

Rev. 10/27/2010 transcripts/transcript misc/release of records