

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. _____
Name of Institution State | 4. _____
Name of Institution State |
| 2. _____
Name of Institution State | 5. _____
Name of Institution State |
| 3. _____
Name of Institution State | 6. _____
Name of Institution State |

Additional official, sealed copy for personal use, insurance and scholarships: _____

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

Type of records requested: Transcript _____ Other records _____

Do you need Senior Class Rank? Yes No

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 _____