

**MORRIS CATHOLIC HIGH SCHOOL TRANSCRIPT REQUEST**

Attn: Mrs. Hatcher Re: College Applications  
From: \_\_\_\_\_ Date Received: \_\_\_\_\_

Transcript Fee: \$4.00 \_\_\_ Paid \_\_\_ Due Date Mailed: \_\_\_\_\_  
(There will be a fee of 50 cents per page for faxes.)

College: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Application: \_\_\_ Attached Transcript: \_\_\_\_\_  
\_\_\_ Applied On-line

Application Fee: \_\_\_ Attached – Check # \_\_\_\_\_  
\_\_\_ Paid On-Line  
\_\_\_ Waived

Applying For: Early Action – Deadline: \_\_\_\_\_  
Regular Admission – Deadline: \_\_\_\_\_

Personal Statement/Essay: \_\_\_ Attached Activity Sheet: \_\_\_ Attached  
\_\_\_ Sent On-Line \_\_\_ Sent On-Line  
\_\_\_ Not Required \_\_\_ Not Required

References: \_\_\_ Guidance Counselor  
\_\_\_ Teacher  
\_\_\_ Non-School  
\_\_\_ Not Required

**INCOMPLETE REQUESTS WILL BE RETURNED TO YOU**

Please allow ten working days to process transcript requests. Recommendations will be mailed with the transcript provided they are on file or submitted at the time of the request. Give recommendation requests directly to your counselor or teacher.