

Highlights for Seniors

- The class of 2017 Planning Guide will be posted on the school's website within the next few weeks. Seniors should review this guide to understand the college application process and how the counselors will assist them.
- The counselors, Dr. Muttillo, and the graduation coordinator, Ms. Dinkenor, will meet with the entire senior class on September 8 to go over important senior information.
- The Student Services Department will host a Senior Parent night on September 15 at 6:30 pm.
- Counselors will begin individual conferences with all seniors the third week of September.

Transcripts/Test Scores/NCAA

Official transcripts cannot be sent until the 20th day of school, September 26. There is no rush to send your transcripts early as most college deadlines are not until October or November.

Transcripts for Schools in North Carolina

1. Go to www.cfnc.org
2. You will need to create a CFNC account or retrieve your account
3. Click on Apply
4. Click on Transcript Manager
5. Follow the prompts
6. CFNC transcripts are free

Transcripts for Schools outside of North Carolina and for the NCAA

1. Go to : <https://wcpss.scribborder.com/>
2. Click the option for Current Students
3. Follow the Prompts
4. You will need to know the email address for the admissions office of the college to which you are applying.
5. The first three requests are free. After your third request, there is a \$5.00 charge.

Transcripts for Scholarships

1. Go To “Forms” on the LRHS website: www.wcpss.net/leesvillerdhs
2. Click on “Authorization for Release of Records”
3. Print the form (This form is also available in the Student Services Office)
4. In the “Documents Requested” column, write in the document you need from the suggested list
5. Bring the completed form to Student Services
6. Transcripts for scholarships are free

Common Application and Transcripts

Several Colleges and Universities, both public and private, utilize the Common Application Program. If you are applying via the Common Application program, **you will enter your counselor’s email address and a request will be sent to your counselor by the Common Application program. Your transcript will be uploaded by your counselor and you will not need to request it.** A list of colleges/universities that use the Common Application can be found here: <https://www.commonapp.org/Login>

Sending Test Scores

- Colleges and universities must receive SAT and ACT scores directly from www.collegeboard.org or www.act.com . The Student Services Office does not send any test scores to college or universities.

Registering With the NCAA

- Go to www.eligibilitycenter.org and follow the instructions. Student Services does not give transcripts to college recruiters who request one without student and parental permission on file.