

**OFFICE OF UNDERGRADUATE ADMISSION**  
**TRANSCRIPT REPORT FORM FOR FIRST-YEAR STUDENTS**

**APPLICANT**

Complete the section below and give this form to your guidance counselor or registrar to complete the remainder.

Name  Mr.  Ms. \_\_\_\_\_  
FIRST/GIVEN MIDDLE LAST

Mailing Address \_\_\_\_\_

\_\_\_\_\_  
CITY STATE POSTAL CODE COUNTRY

**SCORES/TRANSCRIPTS**

I have submitted or will submit **Advanced Placement exam scores.**  Yes  No

**International Baccalaureate exam scores.**  Yes  No

Send above scores to Office of Undergraduate Admission, 10 West 33rd Street, Perlstein 101, Chicago, IL 60616.

I have submitted or will submit **transcripts for any college/university credit earned.**  Yes  No

Send transcripts to Office of Undergraduate Admission, 10 West 33rd Street, Perlstein 101, Chicago, IL 60616.

**SECONDARY SCHOOL COUNSELOR/REGISTRAR**

Please answer the questions/statements below and use this Final Transcript Report to report student's grades for the entire current school year. Please return by July 15th to the Office of Undergraduate Admission. Before the student matriculates to Illinois Institute of Technology, this form will be removed from the student's file and destroyed.

Official School Name \_\_\_\_\_ CEEB Code \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_  
CITY STATE POSTAL CODE COUNTRY

1. The student graduated on (mm/dd/yyyy) \_\_\_\_\_ and ranked \_\_\_\_\_ of \_\_\_\_\_.
2. The student's grade point average was \_\_\_\_\_ on a maximum grading scale of \_\_\_\_\_.  
Please check one:  Weighted or  Unweighted
3. Please attach the student's final transcript. Please remind student to have AP scores, IB scores or college/university transcripts sent to the above addresses.
4. If you have noticed anything about the student that causes you concern about his or her transition to college, or if there are any significant additions or changes to his or her academic, extracurricular or character record, please use the back of this page for your remarks.
5. At this point, I believe the student can be recommended in terms of both academic ability and character.  
Please check one:  Strongly Recommended  Recommended  Not Recommended

Name \_\_\_\_\_

Length of time acquainted with student \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_