

# Grant Community High School District 124

## Transcript and Recommendation Request and Waiver

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**Please check the applicable boxes and provide the information requested:**

**A. Transcript Authorization**

I/we request and authorize Grant Community High School to forward, upon written request of the student, the official transcript of the undersigned named student to all post secondary educational institutions for college admissions, any scholarship committees, or other purposes.

**B. Recommendation Authorization**

I/we request and authorize any employees of Grant Community High School selected and requested by the student to prepare and forward a recommendation for use with applications for admission to colleges or universities, scholarship agencies, or for other requested purposes. I/we understand that this recommendation is being provided based upon my/our agreement not to make any claim or file any suit for damages or request financial recovery of any kind against Grant Community High School, its officials and other employees related to such recommendation.

**C. Waiver of Right to Inspect and Copy Recommendations or Election to Examine Recommendation**

I/we waive any right under State and Federal Law pertaining to student records to inspect and copy the confidential recommendations requested.    **or**

I/we elect to examine the recommendations written by employees of Grant community High School pertaining to the undersigned named student. I/we understand that this request to read a recommendation may be disclosed by the recommender on the recommendation.

\_\_\_\_\_  
Student name (print) & ID Number

\_\_\_\_\_  
Parent or Guardian

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Parent or Guardian signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**If the student is under 18 years of age, the parent(s) or guardian(s) as well as the student must sign this form.** Parent(s)/guardian(s) signature acknowledges consent allowing the release of transcripts and/or recommendations. this signature give the student, who is under 18, authority to request the release of transcripts and/or recommendations to specific colleges or universities, scholarship agencies or for other purposes.  
**Please allow two weeks for processing applications.**

**Grant Community High School  
285 E. Grand Ave.  
Fox Lake, IL 60020**