

Attention: High School Guidance Counselors

RE: Request for Final Official Transcript

****Applicant:** Please turn this form in to your guidance counselor. Please notify the guidance counselor if you have had a change of last name.

**** Counselor:** All transcripts must include a cumulative Grade Point Average calculated on a 4.00 scale, documentation of all ACT/SAT test scores received, and class rank and class size. If your high school does not rank students, please include documentation to show whether or not the student placed in the top 50% of his/her class. If the student has had a change of last name, please indicate both names on the transcript. Please mail the *official* transcript to the address below. Thank you in advance for assisting this student in his/her college pursuit.



ESTABLISHED 1842

Office of Admission
325 Cherry Ave.
McKenzie, TN 38201

(731) 352-4030
admissions@bethelu.edu

Student Information:

Last Name: _____ First: _____ M.I.: _____

Home Address: _____

City, State, Zip: _____

Home Phone: () _____

Social Security No.: _____ Date of Graduation: _____

Student Signature: _____ Date: _____