

BRENTWOOD HIGH SCHOOL COLLEGE APPLICATION PROCESSING REQUEST

Name(Last, First)	Counselor
Social Security Number	Telephone

Processing Deadlines and Procedures

Applications Submitted to the counseling center by: October 1 st October 15 th November 1 st November 15 th After January 1 st	Will be Mailed On or Before: November 1 st November 15 th December 1 st January 1 st Within 15 School Days
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If any application is not submitted by the dates outlined there is NO GUARANTEE that it will be mailed in time to meet the college's deadline. Should any Counseling Center deadline date fall on a weekend the application will be submitted on the next school day.

1. All students should have an autobiography, activity resume, and teacher recommendations (if required) on file in the Counseling Center. If not on file, applications will be processed without them.
2. It is the student's responsibility to submit their SAT or ACT scores to colleges.
 Please go to www.collegeboard.com/student/testing/satscores.html to release SAT I and SAT II scores or www.actstudent.org/scores/send/ to release ACT scores to the college(s) of your choice.

College	Address	Check if electronic app. sent	<u>College Deadline Date</u>			<u>Application Fee</u>		
			Early Decision	Early Action	Regular Decision	Check	Sent	Charged

We understand the procedures outlined above and permit the Counseling Center to release a high school transcript and recommendations to the colleges and/or scholarships listed above.

Parent Signature:	Student Signature:
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