

Student section

After completing the information in this section, give this form to your school counselor or another school official. If applying via mail, please also provide your school official stamped envelopes addressed to each college.

Student details

Legal name

First

Middle

Last (Enter name exactly as it appears on official documents.)

Suffix

Date of birth

mm/dd/yyyy

 Email
 CAID (Common App ID)

Address

Number and street

Apartment number

City/town

County

State/province

Country

ZIP/postal code

Current or most recent secondary/high school
 CEEB code

Counselor section

The final report delivers your student's final transcripts and grades. Only submit this report to a college where your student intends to enroll. The college should have either accepted or waitlisted your student.

Please attach the student's official transcript and transcript legend.

Counselor details

Name

Prefix

First

Middle initial

Last

Suffix

Title
 Phone

Include country code, number, and extension (if applicable)

 Fax

Include country code, number, and extension (if applicable)

Email

School details

School name
 CEEB code
 Website

Address

Number and street

City/town

County

State/province

Country

ZIP/postal code

Class rank

How do you report class rank?

☐ Exact
 ☐ Decile
 ☐ Quintile
 ☐ Quartile
 ☐ None

 Student's class rank

How many additional students share this rank?
 Rank weighting

☐ Weighted
 ☐ Unweighted

From (start date)

mm/dd/yyyy

 Ending (final date)

mm/dd/yyyy

GPA

Do you report GPA?

If you answer no you do not need to complete the other questions in this section.
 ☐ Yes
 ☐ No

 Cumulative GPA

GPA scale
 From (start date)

mm/dd/yyyy

 Ending (final date)

mm/dd/yyyy

GPA weighting

☐ Weighted
 ☐ Unweighted

 School's passing mark
 Highest grade/GPA in class

Summary

Did or will the student graduate as anticipated this year?

☐ Yes ☐ No

Have there been any changes to the senior year courses sent with the original school report? *If you answer yes, please attach an explanation.*

☐ Yes ☐ No

Do you wish to update your original evaluation of this applicant? *If you answer yes, please attach an explanation.*

☐ Yes ☐ No

Signature _____ Date _____
mm/dd/yyyy

Please send this form directly to each college admission office. Do not send this form to Common App.