

# MINNETONKA HIGH SCHOOL TRANSCRIPT RELEASE

NAME (last, first)

GRAD YEAR

BIRTHDATE

CELL PHONE

STUDENT EMAIL

TODAY'S DATE

**CIRCLE YOUR COUNSELOR:**

Dave Bierly | Brad Burnham | Theresa Exenberger | Monica Jones | Cassie Klein  
Conor Maher | Kendra Olson | Sarah Seldon | Christina Taylor | Amanda Wavrin

**I authorize Minnetonka High School to release my official transcript to the place(s) indicated below:**

Student's Signature

Parent's Signature (if under 18)

**COLLEGE(S) or SCHOLARSHIP\*:**

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

School:	College Deadline:
	Early Action/Decision: Y N
City/State:	Common Application? Y N
	Counselor Recommendation Required? Y N

## How to Apply to College:

1. Submit each completed application directly to the college.
2. Using the Common App? **If yes:**
  - Complete the **FERPA Release Form** in your Common App account.
  - In **Naviance Student**, under the Colleges tab, click on "Colleges I'm applying to." Enter your Common App email address into the Common App Matching screen.
3. Does your college require a letter of recommendation from a counselor? Complete the **Senior Questionnaire** in **Naviance Student**, under the "About Me" section.
4. Does your college require a letter of recommendation from a teacher? If yes, which teachers have you asked for a letter?  
1 \_\_\_\_\_  
2 \_\_\_\_\_  
Please select the teachers' names in the Letters of Recommendation section in **Naviance Student** under the "Colleges" tab.

### **PLEASE ALLOW 2 WEEKS IF YOUR COLLEGE REQUIRES A LETTER OF RECOMMENDATION**

5. Contact ACT or SAT to send your official scores to each college:  
ACT – [www.actstudent.org](http://www.actstudent.org)  
SAT – [www.collegeboard.org](http://www.collegeboard.org)
6. Complete this Transcript Release form and submit to the College and Career Center.

**NAVIANCE STUDENT**  
[student.naviance.com/Minnetonka](http://student.naviance.com/Minnetonka)

## **Additional Information for the Common Application**

MHS School Code:	240780
Senior Class of 2023 Size:	894
Class Rank:	None
GPA Scale:	4.0
GPA Weighting:	Weighted

## **Counselors**

Dave Bierly	<a href="mailto:david.bierly@minnetonkaschools.org">david.bierly@minnetonkaschools.org</a>	952-401-5820
Brad Burnham	<a href="mailto:brad.burnham@minnetonkaschools.org">brad.burnham@minnetonkaschools.org</a>	952-401-5816
Theresa Exenberger	<a href="mailto:theresa.exenberger@minnetonkaschools.org">theresa.exenberger@minnetonkaschools.org</a>	952-401-5824
Monica Jones	<a href="mailto:monica.jones@minnetonkaschools.org">monica.jones@minnetonkaschools.org</a>	952-401-5828
Cassie Klein	<a href="mailto:cassie.klein@minnetonkaschools.org">cassie.klein@minnetonkaschools.org</a>	952-401-5822
Conor Maher	<a href="mailto:conor.maher@minnetonkaschools.org">conor.maher@minnetonkaschools.org</a>	952-401-5819
Kendra Olson	<a href="mailto:kendra.olson@minnetonkaschools.org">kendra.olson@minnetonkaschools.org</a>	952-401-5823
Sarah Seldon	<a href="mailto:sarah.seldon@minnetonkaschools.org">sarah.seldon@minnetonkaschools.org</a>	952-401-5818
Christina Taylor	<a href="mailto:christina.taylor@minnetonkaschools.org">christina.taylor@minnetonkaschools.org</a>	952-401-5821
Amanda Wavrin	<a href="mailto:amanda.wavrin@minnetonkaschools.org">amanda.wavrin@minnetonkaschools.org</a>	952-401-5817