

COVER MEMO FOR HIGH SCHOOL TRANSCRIPT

Please complete this form and ask the appropriate high school counselor/principal to sign and mail this form with your official transcript.

Date: _____

High School Name: _____

High School Address: _____

City: _____ State: _____ Zip: _____

High School System: _____ High School County: _____

Student's Name:

First

Middle

Last

Cumulative GPA since the beginning of 9th grade: _____

I certify that the above named student:

- is currently attending our high school and is in good standing;
- is eligible for application (between the spring term of his/her sophomore year through the fall term of the senior year);
- has a cumulative GPA of 3.0 or higher; and,
- has the ability to handle college-level coursework.

Print Principal's Name: _____

Principal's Email Address: _____

Print Counselor's Name: _____

Counselor's Email Address: _____

Signature of Counselor or Principal: _____

Contact Phone: () _____

Mail this memo with your official high school transcript to:

UA Early College
The University of Alabama
Box 870365
Tuscaloosa, AL 35487-0365

