



Student Record Release for College Credit Plus

WESTLAKE HIGH SCHOOL
Phone: (440) 835-6375

27830 Hilliard Blvd.
Fax: (440) 835-5572

Westlake, OH 44145
C.E.E.B. Code: 365-450

Student Name	Date Submitted to Counseling Office
College Name(s)	Deadline

*Please note: you must allow 5 working days to process requests for transcripts to be sent.

Record Release Parent Authorization

My signature authorizes the Westlake High School Counseling Office to prepare and release all transcripts and other college materials that are requested as part of CCP applications.

Signature: _____ **Date:** _____

Test Score Policy Notification

I understand that it is my responsibility as a student to either arrange for my ACT and/or SAT scores to be sent to my chosen institutions directly from the testing company or to provide a printed score report from my ACT or College Board account. The preferred method of obtaining test scores is determined by the receiving college.

Student Signature: _____ **Date:** _____