

## SENIORS NOTE:

The very last date January transcripts will be sent is Mon., Dec. 14.

Requests must be made in Naviance and paid for with the Registrar by Mon., Dec. 7

<u>COLLEGE DEADLINE</u>	<u>REQUEST IN NAVIANCE/PAY FOR TRANSCRIPT</u>
January 1	December 7
January 15	December 7
February 1	January 15
February 15	February 1

### Easy to follow steps:

- Request Transcript(s) on your Naviance Account
- Pay \$5 for EACH transcript requested in Counseling Main Office
  - Nothing will be sent until it is paid for!!
  - Remember to provide addressed, stamped envelopes for Teacher/Counselor letters going to schools not taking electronic documents.

• ***PLEASE pay attention to the above deadlines!!***

**Questions?** Please contact LHS Post Grad, 303-347-7721 or the Counseling Office, 303-347-7710

