

SECONDARY SCHOOL REPORT FORM

Date:

Instructions: Students should complete Section I and submit the form to their school counselor. Counselors should complete Section II and forward this form, along with the students' high school transcript, to Mount St. Joseph University.

SECTION I (to be completed by the student)

Name: _____
(Last, First, Middle)

Address: _____

Telephone: Home (_____) _____ Cell: (_____) _____

Date of Birth: _____ Email Address: _____

SECTION II (to be completed by the High School Counselor)

High School: _____ High School CEEB: _____

Counselor's Name: _____

Telephone: (_____) _____ Fax: (_____) _____

Email Address: _____

Percent of class attending: Four-Year _____ Two-Year _____ institutions

Provide Cumulative GPA on a 4.0 Scale: _____ ☐ Weighted _____ ☐ Unweighted _____

Student rank _____ in a class of _____ ☐ Not available

This student's course selection is: ☐ Most Demanding ☐ Demanding ☐ Average ☐ Below Average

SENIOR-YEAR COURSES (or attach schedule)

First Term:		Second Term:	
Course	Grade	Course	Grade
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Additional Comments: _____

MOUNT ST. JOSEPH UNIVERSITY®

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The University has designated the Vice President of Compliance Risk and Legal Affairs/General Counsel/Title IX Coordinator, (513) 244-4393, as the individual responsible for responding to inquiries, addressing complaints, and coordinating compliance with its responsibilities under Title IX of the Education Amendments of 1972 and other related federal and state civil rights laws. The University has designated the Chief Human Resources Officer, (513) 244-4979, as the individual responsible for responding to inquiries, issues, or complaints relating to discriminatory, harassing, or retaliatory conduct related to race, color, national origin, religion, age, disability, veteran status or any other legally protected status. The University has designated the Associate Provost for Academic Affairs, (513) 244-4614, as the individual responsible for responding for addressing formal complaints regarding compliance with its responsibilities under Section 504 of the Rehabilitation Act of 1973. 09-WO-002919/25/PDF