SCHOOL REFERENCE & TRANSCRIPT REQUEST
applicant completes this section (please print)

I, ______________________________________________, ______________________________________________________, hereby authorize the release of
my academic and personal records by _______________________________________________________________ for use as requested by Grace College.

Signature ______________________________________________________________________________________ Date _________________________________

Check which address your transcripts and reference should be sent to:

☐ 1027 W. Rudisill Blvd., Ste 101, Fort Wayne, IN 46807
☐ 9302 N. Meridian St., Ste 251, Indianapolis, IN 46260

high school counselor or principal completes this section (please print)

Your assistance in the completion of this student’s application file will allow us to serve his/her request for admission in a responsible and
prompt manner. The student’s application will not be evaluated until we have received this reference. We thank you in advance for taking the
time to complete this form (this information is treated confidentially and is employed in evaluating the applicant).

The OFFICIAL TRANSCRIPTS you send must contain the following information:
- Applicant’s full name
- Courses by year (including grades received)
- Courses currently in progress (if applicant is enrolled)
- Standardized test results
- Name and address of your school
- Signature of school official and date of signature

The student ranks (1 as top) ______ in a class of (total enrollment) _______ at the end of (number) _______ semesters
on a (check one) ☐ weighted ☐ non-weighted ranking system. His/her current grade point average is ________ based on a 4-point scale.

This student (check one) ☐ was graduated (date)________ ☐ will be graduated (date)_______ ☐ withdrew (date)________
Our school is (check one) ☐ state accredited ☐ regional association accredited ☐ non-accredited
Our school is a (check one) ☐ public high school ☐ private high school ☐ Christian high school
School CEEB code: _____________ ☐ home school

Please rank the following characteristics to describe this student:

<table>
<thead>
<tr>
<th>Characteristic</th>
<th>Excellent</th>
<th>Good</th>
<th>Average</th>
<th>Below</th>
<th>Average</th>
<th>No Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intellectual curiosity</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Creative talent</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Motivation to study</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<td>☐</td>
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<tr>
<td>Self-discipline</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Emotional maturity</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<td>☐</td>
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<tr>
<td>Leadership ability</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Character</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<td>☐</td>
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<tr>
<td>Energy level</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

What special strengths or qualities do you feel this student possesses?

I recommend this applicant (check one)

☐ Enthusiastically ☐ Strongly ☐ Acceptable ☐ With Reservations

Printed Name __________________________________________________________ Title/Position _________________________

Signature ______________________________________________________ Date _________________________________ Phone ________________________________

☐ Check here if you prefer to discuss any of the above by telephone.

Mail completed form and the student’s official high school transcripts to:
The Henry & Frances Weber School at Grace College
1027 W. Rudisill Blvd, Ste 101, Fort Wayne, IN 46807
9302 N. Meridian St., Ste 251, Indianapolis, IN 46260