



Office of U.S. Senator Claire McCaskill

HIGH SCHOOL TRANSCRIPT COVER SHEET FOR SERVICE ACADEMY APPLICANTS

PART 1 – Student Instructions (to be completed by the applicant)

Please complete the information below in the box labeled “Student” and submit to your Guidance Counselor/Registrar. When finished, the completed form, along with your official high school transcript, should be placed in a sealed envelope signed by a designated school representative. **It is the student’s responsibility to ensure that Senator McCaskill’s St. Louis district office receives this cover sheet on or before the application deadline: October 1, 2018.**

STUDENT – Information to be completed by the applicant: *(please print)*

Full Name: _____ Date: _____

Name of High School: _____

Expected/Actual Graduation Date: _____

PART 2 – School Instructions (to be completed *only* by a school official)

Please complete the information below in the box labeled “School” and return this cover sheet along with the student’s official high school transcript. **Do not include a letter of recommendation unless specifically requested by the student.** Items should be sent together in a sealed envelope signed by a designated school representative and mailed to the following address:

Office of U.S. Senator Claire McCaskill
ATTN: Service Academy Coordinator
5850 Delmar Boulevard, Suite A
St. Louis, MO 63112

SCHOOL – Information to be completed *only* by a school official: *(please print)*

Un-weighted GPA (using a 4.00 scale): _____ Class Rank: _____ / _____

School Official’s Name: _____ Dept./Office: _____

Phone: (_____) _____ Email: _____

REMINDER: All application materials must be received by or before **October 1, 2018.**
Please contact the Service Academy Coordinator at (314) 367-1364 with questions or concerns.

Thank you for your assistance and cooperation.