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| **Transcript Request Deadlines 2011-2012 school year**  **The Records Office needs at least two weeks to process each request for a senior packet. Coupled with the fact that winter holidays are coming up at this time of year, it is imperative that you get your material to the Records Office early. Please refer to the dates below. Help us meet our deadlines so we can meet yours!**  **The charge for transcript requests is $2.00 per request.** |

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| **College Application Deadlines** | **Your materials due in Records Office** |
| November 1 | October 19 |
| November 15 | November 1 |
| December 1 | November 18 |
| December 15 | December 1 |
| January 1 | December 9 (due to vacation) |
| January 15 | January 2 |
| February 1 | January 18 |
| February 15 | February 1 |
| March 1 | February 16 |
| March 15 | March 1 |

**Please note: Your transcripts will NOT be mailed if your signed transcript release form was not handed in. It is important that you take this very seriously.**

**The CEEB code for Auburn High School is 220-085.**