

**Devon Preparatory School**  
**College Application Checklist / Release Form**

Complete this form and submit it with each college application.  
Please return to Mrs. Eshleman in the College Planning & Placement Center, Room 106.

**STUDENT NAME** (please print): \_\_\_\_\_

**COLLEGE NAME** (please print): \_\_\_\_\_

**Please indicate the type of application you are submitting (check all that apply):**

<input type="checkbox"/> Traditional/Paper	<input type="checkbox"/> Early Decision	<input type="checkbox"/> Regular Decision
<input type="checkbox"/> On-line	<input type="checkbox"/> Early Action	<input type="checkbox"/> Rolling
<input type="checkbox"/> Common Application		

**ADMISSION OFFICE DEADLINE:** \_\_\_\_\_

**Please check each of the following after you have completed the task listed:**

I have completed all sections of the application except those to be completed by Mrs. Eshleman.

I have attached all forms that must be submitted.

I have signed the application where required.

I have included the application fee, if applicable.

A parent has reviewed the application to make sure all aspects of the document are complete.

If required, I have asked a teacher(s) for a letter of recommendation. The teachers will be responsible for mailing their recommendations directly to the Admission Office.

I have requested official reports to be sent from the appropriate testing service (i.e. College Board, ACT), if necessary.

I understand that any omissions of errors on my part will require me to re-submit the application after it has been returned to me.

I have provided the mailing address for the Office of Admission:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Special instructions: \_\_\_\_\_

By signing below, I hereby authorize Devon Preparatory School to release my transcript and academic records to the above named college.

Student signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student email address (for confirmation): \_\_\_\_\_