

Churchville Christian School - Application for Graduation

1. **Your Family Name** as registered with CCS _____ **ID #** _____

2. **Student's Name: Exactly as you wish it to appear on the Diploma and Final Transcript.**

(Print Students Name Clearly:) _____

3. **Address:** to which the Diploma is to be mailed. _____

4. **Graduation Date:** you want to appear on your Diploma and Final Transcript: _____

5. **Your Email Address** to send copy of final Transcript: _____

6. **A Final Transcript will be mailed with your Diploma,** if a Sealed Transcript is needed from CCS to a specific College, please email request to Admin@ChurchvilleChristianSchool.org: or include online below.

Payment Information: Please enclose a Check or Money Order for \$45.00.

Mail to: Churchville Christian School: PO Box 534, Churchville MD 21028

Be sure to complete and include the following items for the graduating student.

- **A Completed and signed Portfolio Review.** (Parent and Reviewer needs to sign)
- **A Completed and signed High School Credit Report.** Please check the wording of the courses, this is how it will appear on your Final Transcript. Course description lines cannot exceed 35 spaces, please abbreviate to accommodate.
- **Provide High School Transcripts for years you were not with CCS.** (Public School, Private School, another Homeschool oversight group.) There is a \$10.00 fee *per year* for adding a transcript while not with CCS.
- **Please allow four weeks for Diploma Processing.**

Office Use	* Payment Information:	Date we Received	Date Mailed
	Check or MO # -		