POTENTIAL GRADS --- PRIVATE SCHOOL CREDITS

In order to ensure the accuracy of potential graduate academic records, it is necessary that the Guidance Department be made aware of additional credits that students are receiving outside of the York Region District School Board.

These marks must be sent by mail (not student hand delivered), to the following address:

Guidance Department
Unionville High School
201 Town Centre Blvd.
Unionville, ON
L3R 8G5

This documentation must be completed on official transcript paper, or on school letterhead, sealed with the school seal. Final grades must be submitted immediately after the completion of the course. These grades must be received by the Guidance Department at Unionville High School by the first Friday in June in order to ensure transcript accuracy. It is the student’s responsibility to make the private school aware of the above information before the completion of the course.

In addition, please complete and return the attached to the Guidance Office immediately after you register for a private school course:

Name: (please print) ____________________________________________

Student Number ______________________________

Name and Address of Private School: ________________________________________

________________________________________

Private School MIDENT number: ___________________________

Course Name and Code: ________________________________

Student Signature: __________________________

Received by Guidance: __________________________ Date: ____________