

BYU Independent Study

High School Transcript Programs Application

(These transcript programs are NOT open to NCAA athletes.)

Please print application (must be mailed or faxed).

Personal Information (print legibly):

First Name _____
Last Name _____
Mailing Address _____
City _____
State _____
Zip Code _____
Phone _____
E-mail _____
Age _____

Birth Date _____
Male/Female _____
Religious Affiliation (optional) _____
Social Security Number _____
Please check preferred program:
____ Standard Program
____ Advanced Program (must have 2.0 GPA or higher)

Reapplying to the Program: ____ Yes ____ No

Residential Treatment Center (if applicable)

Name _____
Mailing Address _____
City _____
State _____
Zip Code _____
Phone _____
E-mail _____

Transferring Programs: ____ Yes ____ No
If so, from _____ to _____
Please fill out the first two pages if transferring programs and include \$20 transfer fee.

How did you hear about our program? (Check all that apply.)

____ Family Member ____ Counselor/Teacher ____ Billboard ____ Magazine Ad
____ Friend ____ TV Commercial ____ Internet ____ Printed Material
____ Conference, please specify location and date: _____

If you heard about our program in another way, please specify: _____

High School Information:

Have you ever attended high school (grades 9-12) previously? ____ yes ____ no
If yes, in which were you enrolled? ____ Public School ____ Private School ____ Home School
If you have previously attended high school, list all the high schools that you have attended, including the name, city, state, and zip code.

If you have not previously attended high school, list the last middle school you have attended, including the name, city, state, and zip code.

_____ **Check here if your school used the block system for classes.**

You **MUST** have the high school(s) you have previously attended, if any, send an **official transcript** of all your past high school course work (grades 9-12 only) to the address listed below. If 9th grade was completed at a junior high school, have the school send an official transcript of your work to our office. If you have not previously attended high school, have the middle school you attended send an official transcript to our office. We must receive an official transcript from any and all high schools (or middle school) you have previously attended to begin processing your application. It is *your* responsibility to have the high school(s)/middle school send us an official transcript. **Copied or faxed transcripts will not be accepted.**

BYU Independent Study
Attn: High School Programs
120 MORC (Morris Center)
Provo, UT 84602-0300

Application Fee:

A **\$40 nonrefundable application fee** is required to enter either of the transcript programs. To pay the fee, call us at 1-800-914-8931 and give us your credit card number, or send us a check or money order (in U.S. dollars) **payable to BYU Independent Study**. Your application will not be processed and transfer credit evaluated until we receive this fee. (Students who wish to transfer from one high school program to another must pay a transfer fee of \$20 as well as submit the first two pages of the appropriate application form.) **No self-manufactured applications will be accepted. Your application must be filled out completely and correctly in order to be processed.**

* If you are mailing in your application, please include your credit card information below, or send a check or money order.

* If you are faxing your application, do not include your credit card information below. Please call us with the credit card information after faxing your application.

Credit Card Information:

Type of Card: _____ Expiration Date: _____
Credit Card Number: _____ Verification Number: _____

Program Information Section:

Please initial next to each item to verify that you have read and agree to abide by our policies.

Students must have the high school(s) they previously attended send an official transcript to the High School Department. Students who have not previously attended high school must submit an official middle school transcript to the High School Department. _____

Application processing time is two to three weeks after receiving all necessary materials. International applications may take longer. _____

Students are required to inform the High School Department of any changes in contact information, including mailing address, phone number, and e-mail address. _____

BYU Independent Study does not designate student status as part time or full time. Due to the nature of our program, we cannot complete forms requiring this information. _____

Students in the High School Transcript Programs must complete at least three (3) courses every six (6) months. If you wish to complete your studies in four years or are on the traditional high school track, you will need to complete at least six (6) courses every six (6) months. _____

Students must provide proof of withdrawal from their previous high school within one month of being enrolled in the High School Transcript Program. _____

Students must be at least 14 years old to apply to the program. Middle school students must contact the High School Programs Administrator to discuss the possibility of applying to the program. _____

If students choose to enroll in either of the high school programs, they must complete at least 3 credits (6 courses) through BYU Independent Study.

Parent/Guardian Section:

In the space below,

- Tell us what you hope that your student will gain from the High School Transcript Program.
- Tell us how you feel your student will benefit from the High School Transcript Program.
- Tell us about any special circumstances or concerns you might have.

(Attach another page, if needed.)

Checklist:

Complete and submit the requested items with your High School Transcript Programs application.

- _____ Fill out the Personal Information section.
- _____ Be sure to indicate either Standard or Advanced program. (Please see the Web site for more information regarding each program’s requirements.)
- _____ Fill out the High School Information section.(Be sure to have every high school [or middle school] that you have previously attended mail an **official transcript** to our office.)
- _____ Read and initial each policy in the Program Information section.
- _____ Fill out the Student section.
- _____ Have parent or guardian complete the Parent/Guardian section.
- _____ Include the \$40 nonrefundable application fee. Or, if faxing materials, call our office and pay by credit card.
- _____ If possible, mail or fax a picture of yourself.
- _____ Mail or fax this application form with all the items requested above to:

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1. Your application will not be processed until our office has received the \$40 application fee.
2. A list of courses you still need to take cannot be determined until all official transcripts have been received in our office and evaluated by our staff.
3. The completed application form and fee must be received **BEFORE** you are admitted and considered as a High School Transcript Programs student. **No self-manufactured applications will be accepted.**

If you have any questions or concerns, please call us at 1-800-914-8931.