TRANSCRIPT RELEASE INFORMATION
FOR CURRENT SENIORS ONLY

West Haven High School is now using Naviance for processing all transcripts. All transcripts must be requested through Naviance.

When a Transcript is required for a College Application or Scholarship, please follow the procedure below:

Directions:

1. Go to Naviance website: http://connection.naviance.com/westhaven
2. Click on the Colleges Tab
3. Click on Transcripts on the left hand side of the page

Please do not request transcripts for colleges or scholarships unless you have actually applied.

Please note: For Scholarship transcripts, make sure you have all the information and forms ready before you request a transcript, because once the transcript is requested it will be given to the counselor to sign, and it will be mailed within two weeks.

- If the scholarship you are applying for requires the transcript to be mailed with the application, you must let your counselor know so a complete package may be mailed.
- If you have sent out scholarship applications on your own, and they require a transcript, please check with your counselor to make sure one was mailed.

If you have any questions, please contact your school counselor by email or at 937-4360 x318 or x348.

Sincerely,

School Counseling Department