

SVHDP - TRANSCRIPT FILING/DIPLOMA INFORMATION

We are very pleased that you have decided to file your transcript with the Susquehanna Valley Homeschool Diploma Program. The transcript filing/diploma fee is \$45 (if not participating in graduation) and \$65 (if participating). These fees must be paid by June 30th of the senior year (December 31st for January Graduation). Form will need to be sent in prior to this payment. We will not release any information to anyone (prospective colleges, employers, etc.) unless we receive a signed request from the student. There is a separate transcript fee of \$5.00 per request. Please use the appropriate form. The official sealed transcript will be sent to the student which can then be forwarded to the organization.

DEADLINES FOR FILING: March 1st for the **July graduation** and **December 1st** for the **January graduation**. This applies to ALL students regardless of participation. **If deadline is not met, fee is double, and graduate will be moved to the next graduation date.** Payment can be made at a later date, but must be received by June 30th for July Graduation and December 31st for January Graduation .

TRANSCRIPT FILING FORM

Date: _____ I am filing a transcript for (Student's Name) _____

Graduation (circle one) January July Year _____

I am enclosing the following:

_____ Evaluations for High School credits and any public school transcripts, if applicable.
SVHDP Transcript of High School Record, with all/any credits from public or private schools added, and properly signed by the supervisor and a qualified evaluator. **If the transcript form is not properly and completely filled out we may be forced to delay issuing the diploma. Please do your part to help expedite this process.**

_____ \$45 filing/diploma fee (per student) *\$90 if filed after deadline, not participating* in the ceremony.

_____ \$65 filing/diploma fee and graduation fee (per student) *\$110 if filed after deadline*, participating in the ceremony.

Make checks payable to SVHDP and send to SVHDP, Sandy Elliott, 1806 Suncrest Drive, Carlisle, PA 17013.

(Send certified mail or enclose a self-address envelope or postcard if you would like confirmation of receipt.)

_____ We have read the Susquehanna Valley Homeschool Diploma Program manual and we understand our responsibilities and privileges under this program.

Student's Name as it should appear on the diploma: _____

(Please print clearly)

Diploma: (Circle one): Academic General Business Vocational _____ (specify area)

Address: (please print): _____

Phone: _____ Email: _____

Supervisor's Signature: _____

Name & Phone # of Evaluator: _____

If participating – please send a short (100 word) bio so that it can be printed in the program and read at graduation.