To the Applicant

Please fill in your name, check off the schools to which you’ve applied and sign the form. Then please take it to your Guidance Counselor, academy registrar (or educational supervisor if homeschooled) as soon as possible.

1. Fill in your name.

<table>
<thead>
<tr>
<th>Last Name/Surname</th>
<th>First</th>
<th>Middle</th>
</tr>
</thead>
<tbody>
<tr>
<td>preferred First Name</td>
<td></td>
<td></td>
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</tbody>
</table>

2. Select where to send your transcript(s) and test scores.
Listed below are the mailing addresses and SAT/ACT codes for all the schools of the Association of Adventist Colleges and Universities, including those you’ve applied to. Please check the schools to which you have applied and to which you want your high school Guidance Counselor to send your transcript(s) and test scores. This will help ensure all your supporting documents arrive at the appropriate office as soon as possible.

- **Adventist University of Health Sciences**
  - Office of Enrollment Services
  - Attn: Adventist Choice Processing
  - 673 Wingah Drive
  - Orlando, FL 32803
  - (407) 303-7742
  - Yooehenyk.Hickman@adu.edu
  - SAT Code: 3614
  - ACT Code: 4907

- **Andrews University**
  - Undergraduate Admissions
  - Attn: Adventist Choice Processing
  - 4150 Administration Drive
  - Berrien Springs, MI 49104-0740
  - (269) 471-6343
  - undergrad@andrews.edu
  - SAT Code: 1030
  - ACT Code: 1992

- **Burman University**
  - Office of Admissions
  - Attn: Adventist Choice Processing
  - 5414 College Avenue
  - Lacombe, Alberta T4L 2E5
  - (800) 661-8129
  - burmanu.ca
  - SAT Code: 0914
  - ACT Code: 5208

- **Kettering College**
  - Admissions Office
  - Attn: Adventist Choice Processing
  - 3737 Southern Boulevard
  - Kettering, OH 45429-1299
  - (937) 395-8628
  - studentadmissions@kc.edu
  - SAT Code: 0602
  - ACT Code: 3279

3. Please sign and date below.

<table>
<thead>
<tr>
<th>Signature</th>
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<table>
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<tr>
<th>Date</th>
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</table>

I understand that my application is considered complete only when my transcript(s), official test scores and Guidance Counselor’s recommendation have been received.

4. Take this form to your Guidance Counselor, academy registrar (or educational supervisor if homeschooled) as soon as possible.

5. Guidance Counselor, please complete the recommendation on the other side of this form.
To the Guidance Counselor

Please complete and return this form, along with the applicant’s official high school transcript(s), to each of the schools noted by the applicant. The schools’ mailing addresses can be found on the front of this document.

Guidance Counselor Name

Title

School

Guidance Counselor’s Phone

Guidance Counselor’s Fax

Guidance Counselor’s Email

CEEB/ACT Code

High School Average (at time of application) ________________________

High School Average: ☐ Weighted ☐ Not weighted (check only one)

Ratings

Compared with other students in his or her class year, please rate this student in terms of:

<table>
<thead>
<tr>
<th>No basis</th>
<th>One of the top few I’ve encountered (top 1%)</th>
<th>Outstanding (top 5%)</th>
<th>Excellent (top 10%)</th>
<th>Very good (well above average)</th>
<th>Good (above average)</th>
<th>Average</th>
<th>Below average</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Academic achievement</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>☐ Extracurricular accomplishments</td>
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<tr>
<td>☐ Personal qualities and character</td>
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<tr>
<td>☐ Overall</td>
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</tbody>
</table>

Evaluation

Please write whatever you think is important about this student, including a description of academic, extracurricular and personal characteristics. We welcome a broad-based assessment that will help us to differentiate this student from others. (Feel free to attach an additional sheet or another reference you may have prepared on behalf of this student.)

______________________________

______________________________

______________________________

There are various ways for you to send transcript(s) to each Adventist school. For more information go to www.Adventist Colleges.org/counselors-and-registars.

I recommend this student: ☐ With reservation ☐ Fairly strongly ☐ Strongly ☐ Enthusiastically ☐ No basis

Signature of Guidance Counselor/Advisor ___________________________ Date ______________