



# Palo Alto Senior High School

50 Embarcadero Rd. Palo Alto, CA 94301  
(650) 329-3710 Fax: (650) 329-3753

Phil Winston  
Principal

January 10, 2011

Hello seniors (c: parents),

Some colleges require mid-year transcripts (a.k.a. 7th-semester transcripts) as part of the application process. To request a mid-year transcript, go to [www.paly.net](http://www.paly.net) and click on "Transcript Requests"; this will bring you to Parchment's website. When placing your order, be sure to select "Next Grading Period" as detailed on slide 7: [http://paly.net/guidance/parchment\\_registration.pdf](http://paly.net/guidance/parchment_registration.pdf). This will ensure your transcript isn't processed and released until after first semester grades are posted on your transcript.

Please note that your "self-view" transcript will NOT be updated with the new grades unless you delete it and request a new one. However, colleges will receive the most up-to-date transcript regardless of what you see as "self-view" in your account.

Mid-year transcripts should be available the first week in February. Be sure to order yours in advance to allow time for processing.

Unsure if your colleges require a Mid-Year Transcript?

All colleges on the Common App require a mid-year transcript. You should send one to each college to which you applied and are awaiting an admission decision \*and\* to those colleges to which you applied early and were deferred. You will need to check if other colleges you've applied to require one by visiting their website or inquiring of their admissions office.

Please note that Paly does not send the Common App Mid-Year Report form with the mid-year transcript because there's no information for us to report since your TA completed the School Report as part of the school packet for your application. Rest assured, we've had this practice for many years and it's never been a problem for colleges. However, if any time after the initial school report was mailed, you have been suspended, Paly must report that to colleges that ask us about disciplinary action.

Although no transcripts are required for the CSUs and UCs as part of the application process (with the exception of Cal State East Bay who wants a mid-year transcript), several CSU campuses sometimes request a Mid-Year transcript and communicate this through the To-Do List on their online application status websites--so be sure to check email regularly!

Here's to the home stretch with your college apps,  
Ms. Cernobori & Mrs. Brown

Sandra Cernobori  
College Advisor  
Palo Alto Senior High School  
650-329-3813  
[scernobori@pausd.org](mailto:scernobori@pausd.org)