CONFIRMATION OF RECEIPT OF PAPERWORK:

Check below the items enclosed and send a copy of this form with the paperwork being submitted.
MDHSA will verify the list and return it to confirm receipt of paperwork. Things DO get lost in the mail!!

Be sure to include a self-addressed, stamped envelope with the documents being mailed!

Student's name: _____ **Anticipated Graduation Year:** _____

Enclosing items for the school year(s): ☐ **9th** ☐ **10th** ☐ **11th** ☐ **12th**

Check each item you are enclosing below.

☐	Registration Form (RF)	☐	Transcript Request Form (TR)	☐	Fine Arts Application (FA)
☐	Annual Summary Form (ASF)	☐	Public /Private School Transcript Review (PSR)	☐	Distinction Application (DIST-LS) (Leadership or Service)
☐	MDHSA Transcript (TX)	☐	Prior Credits Form (PC)	☐	Distinction Application (DIST-AA) (Academic Achievement)
☐	Evaluation (EVAL)	☐	Diploma Request Form (DR)	☐	Vocational Honors Application (VH)
☐	Check for $_____	☐	Academic Honors Application (AH)	☐	Diploma Copy (D.COPY)

If there is a discrepancy between this list and what is in the package sent to MDHSA, the items missing will be circled or highlighted. When sending the missing items to MDHSA, please enclose this marked form so that the paperwork can be matched to its proper file.

DO NOT SEND MAIL OR FED EX THAT MUST HAVE A SIGNATURE FOR DELIVERY! This includes Certified Mail, FedEx, UPS, etc.!
The office is only staffed part time, and the package may be returned before the staff is able to retrieve it from the shipper!

MDHSA STAFF COMMENTS:

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