

Office of Student Financial Aid Rockville Germantown Takoma Park/Silver Spring

Phone: 240-567-5100

FinancialAid@montgomerycollege.edu

## Financial Aid Request

Document: Please submit your Final High School or GED Transcript
Requested Date: Within ten days from the date you receive this notice

You have been determined to possibly be eligible for the Maryland Promise Scholarship. In order to determine your final eligibility, you must submit proof of high school graduation. Please submit your **final** high school transcript, GED, or home school transcript.

- In Person:
  - Submit to one of our campus Raptor Central offices.
  - You must present an official copy in a <u>sealed envelope</u>. <u>Transcripts</u>
     <u>not in envelopes sealed by the high school are not considered</u>
     <u>official and are not acceptable.</u>
- Mailed through USPS
  - High school transcripts may also be submitted by mail, <u>if mailed</u> <u>directly from</u> your high school, school district, State Department of Education, or an Educational Evaluation Service.
  - Official Transcripts should be mailed to:

Montgomery College Office of the Registrar 51 Mannakee Street Rockville, MD 20850

- Electronic:
  - **Naviance** High school transcripts may be submitted electronically by high schools that use Naviance.
  - Parchment High school transcripts may be submitted electronically by high schools that use Parchment: <u>parchment.com</u>.
  - <u>Emailed</u> High school transcripts may also be submitted <u>if emailed directly from</u> your high school, school district, State Department of Education, or an Educational Evaluation Service. <u>Transcripts emailed from students are not considered official and are not acceptable.</u>