

10/29/20

RE: Senior to Sophomore Students Requesting Transcripts after Senior Year

Dear Apollo Senior who has taken a Senior to Sophomore class:

You have an official transcript at St. Cloud State University that needs to be sent to your college if you would like to receive college credit. Apollo High School does not have access to your SCSU transcript. IF YOU ARE ATTENDING A MINNESOTA STATE COLLEGE OR UNIVERSITY, THAT INSTITUTION MAY OBTAIN YOUR TRANSCRIPT FREE OF CHARGE. CONTACT YOUR INSTITUTION DIRECTLY FOR FURTHER INFORMATION. For those attending college outside of the Minnesota State College system, in order to send your SCSU transcript to your college of choice you can pick one of two ways:

1. By Mail: Use the attached form to make your request through the mail. You will need to send a check or money order payable to "St. Cloud State University" (\$10 per transcript). The request form requires your SCSU ID (8 digit number also known as Tech ID) or your Social Security Number. Most of you did not enter your Social Security Number on your application so you will need to provide your SCSU ID. If you have trouble locating that number, please check with your S2S teacher or Rick Larson, School Counselor.
  2. On-line: Go to <https://www.stcloudstate.edu/srfs/transcripts/> A credit card and valid e-mail address is required. Cost is between \$8.50 and \$9.90 per transcript.
- PLEASE NOTE – Your SCSU transcript may not be finalized until the middle of June. You should check your account on-line at SCSU to make sure your grades are posted before making your request.

**S2S Courses at Apollo and what they count as at SCSU:**

<u>Apollo Course</u>	<u>SCSU Course Name and Course #</u>	<u># of College Credits</u>
Anatomy and Physiology	Human Biology – BIOL 103	3
Chemistry	Preparatory Chemistry – CHEM 160	4
Precalculus	Precalculus – MATH 115	5
Physics	Concepts Physics – PHYS 103	3
Spanish III	Elementary Spanish – SPAN 102	4
Spanish IV	Intermediate Spanish – SPAN 201	4

Congratulations on completing Senior to Sophomore credit at Apollo High School. We hope that it will help you in the future. Please contact me with any questions.

Sincerely,

Rick Larson  
School Counselor  
320-370-8664

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