**Transcript template**

Replace document header with school letterhead

**Student’s name:** Write the student’s full name as it appears on their university application.

**Student’s date of birth:** MM/DD/YYYY (write the US format)

**Schools and dates student attended (for equivalent of US high school):**

List the school(s) at which the student attended for the final four years of schooling prior to university.

**Example:** STUDENT NAME has attended/will be attending SCHOOL NAME from September 2019–July 2023.

Or if the student completed GCSEs elsewhere:

STUDENT NAME will be attending SCHOOL NAME from September 2021 – July 2023. STUDENT NAME completed GCSEs (US 9th and 10th grade) at SCHOOL NAME 2 in August 2021. As these are national exams, we will provide information about the GCSE results as well and STUDENT NAME will not have a second transcript.

**Class rank:** Please rank the student (eg: 2/100 pupils) or if your school does not provide a specific class rank please include a percentage (eg: they are in the top 10% of their year group). If you are unable to include any kind of ranking, please state here that your school does not provide a class rank.

**Year 11-12 curriculum: GCSE grade results**

The student has taken the following courses and the externally set and marked UK school examinations. These exams come at the end of a two-year course of study.

* NI Years 11-12, US 9th-10th Grade
* Pass grade range: 9-1 and A\*-G
* Grades were released: 08/12/2021

|  |  |
| --- | --- |
| **Subjects** | **Final Grade** |
| Mathematics | 9 |
| Geography | 8 |
| Chemistry | 8 |
| German | 7 |
| Etc. |  |

**Year 13 curriculum: AS results**

The student has taken the following courses and the externally set and marked UK school examinations.

* NI Year 13, US 11th Grade
* Pass grade range: A-E
* Grades were released: 08/18/2022

|  |  |  |
| --- | --- | --- |
| **Qualification** | **Subject** | **Final AS Grade** |
| AS level | Mathematics | A |
| AS level | German | B |
| Etc. |  |  |

**REQUIRED SUBJECTS/EXAMS:** If any of these subjects are required by the school (e.g. Critical Thinking), please also make a note of your school’s policy here.

**EPQs:** For students taking an Extended Project Qualification, please describe the requirements of the EPQ and note the student’s chosen topic in a contextual paragraph here.

**Year 14 curriculum: A level predictions**

The student will be taking the following externally set and marked UK school examinations.

* NI Year 14, US 12th Grade
* Pass grade range: A\*-E
* Final results available: 08/17/2023

|  |  |  |
| --- | --- | --- |
| **Qualification** | **Subject** | **Prediction** |
| A level | Mathematics | A |
| A level  | German | B |
| Etc. |  |  |

**PREDICTIONS:** Schools should provide the most accurate grade predictions. All schools must write a detailed note here to explain their policies in determining grade predictions, e.g. predictions are based on AS exams, mock exams, internal assessments and/or course work. Predictions should be what you expect the student will get as their final result, rather than a snapshot of how they would perform if they had to sit the exam today.

**REQUIRED SUBJECTS/EXAMS:** If any of these subjects are required by the school (e.g. Critical Thinking), please also make a note of your school’s policy here.

**EPQs:** For students taking an Extended Project Qualification, please describe the requirements of the EPQ and note the student’s chosen topic in a contextual paragraph here.