

**France**

# ***Academic Record Submission Checklist***

## **INSTRUCTIONS**

The Eligibility Center is requesting submission of this student's term-by-term transcripts for the 3eme (troisieme) academic year and up through the current term of secondary education. This requires the submission of each term for each academic year, in both French and a [certified line-by-line English translation](#).

Using the same secondary school email provided on this form, please submit all academic records to [ec-processing@ncaa.org](mailto:ec-processing@ncaa.org) for review; include the student's name and NCAA ID in the subject line. Please allow 1-2 business for processing. *Questions about this checklist?* Email the Eligibility Center at [ec-international@ncaa.org](mailto:ec-international@ncaa.org) or use the [International Contact Form](#).

## **STUDENT INFORMATION**

Student Name: \_\_\_\_\_ NCAA ID: \_\_\_\_\_

## **SECONDARY SCHOOL ADMINISTRATOR INFORMATION**

Administrator Name: \_\_\_\_\_ Email: \_\_\_\_\_

Secondary School Name: \_\_\_\_\_

## **SUBMITTED TRANSCRIPT AND TRANSLATION CHECKLIST**

Student's Initial Start Date of Year 9 (3eme), If Known: \_\_\_\_\_

### **Year 9 (3eme) All Terms (1-3)**

- ☐ French Language Transcripts
- ☐ English Translations of Transcripts

### **Year 10 (2eme/2nde) All Terms (1-3)**

- ☐ French Language Transcripts
- ☐ English Translations of Transcripts

### **Year 11 (1er/1ere) All Terms (1-3)**

- ☐ French Language Transcripts
- ☐ English Translations of Transcripts

### **Year 12 (Terminale/Ter) All Terms (1-3)**

- ☐ French Language Transcripts
- ☐ English Translations of Transcripts

## **PROOF OF GRADUATION**

If the student has earned a **French Baccalaureate** (or similar acceptable leaving credential), please include the native language record and English translations.

- |                                                                  |                                                                  |
|------------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Leaving Diploma French Language         | <input type="checkbox"/> Relevé de Notes French Language         |
| <input type="checkbox"/> English Translations of Leaving Diploma | <input type="checkbox"/> English Translations of Relevé de Notes |

