

Dear Guidance Counselor,

My name is _____, and I recently applied for admission to Lyon College in Batesville, Arkansas. Before Lyon can notify me of my acceptance and my qualification for certain extremely valuable scholarship opportunities, the College must review my standardized test scores (ACT or SAT) and my high school transcript. I write asking that at your earliest convenience you mail, or **preferably fax**, copies of my standardized test scores and transcript to Lyon at:

Fax: 870-307-7542

--or--

Mail: Lyon College
Office of Admissions
2300 Highland
Batesville, AR 72501

Thank you for your help.

Sincerely,