

Official Transcript Request

Print legibly. Make sure the address is correct and written neatly.

Name _____ Date _____

Send Transcript to:

_____ School's Name
_____ Attention
_____ Mailing Address
_____ City, State, Zip Code

Signature _____

Complete the form and give it to Mrs. Deterding. If you have a pre-addressed envelope from the college, please paperclip it to this transcript request.

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