



Boca Ciega High School

Home of the Pirates

Transcript Request Form

This form is intended to document all transcripts requested whether by the parent or student. There will be a \$1.00 charge for each transcript requested. Transcripts issued to students may not be accepted by some colleges and may be considered unofficial. **PLEASE PRINT NEATLY and INCLUDE ADDRESS.** **Note:** A parent signature is required if the student is under the age of 18.

I hereby authorize the release of my/my student's academic transcript to the institutions listed below.

Student/Parent Signature

Graduation Year: _____

Date

PRINT NEATLY **Student's Last Name** **First Name** **Student ID Number**

☐ **CHECK THIS BOX IF YOU ARE REQUESTING A FINAL TRANSCRIPT. Note, Final transcripts do not get mailed until after the graduation date and final grades post. Typically, this is the last week of June. TYPICALLY, YOU WOULD ONLY SEND 1 FINAL TRANSCRIPT TO THE COLLEGE YOU HAVE CHOSEN TO ATTEND!**

<p>_____ Name of Institution</p> <p>Address: _____</p> <p>City: _____</p> <p>State: _____ Zip _____</p> <p>Date Sent: _____ Picked Up Faster USPS</p>	<p>_____ Name of Institution</p> <p>Address: _____</p> <p>City: _____</p> <p>State: _____ Zip _____</p> <p>Date Sent: _____ Picked Up Faster USPS</p>
<p>_____ Name of Institution</p> <p>Address: _____</p> <p>City: _____</p> <p>State: _____ Zip _____</p> <p>Date Sent: _____ Picked Up Faster USPS</p>	<p>_____ Name of Institution</p> <p>Address: _____</p> <p>City: _____</p> <p>State: _____ Zip _____</p> <p>Date Sent: _____ Picked Up Faster USPS</p>

Please list additional request on the back.
Please submit this form to Mrs. Aguilera in the front office.



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