

Tullahoma High School Final Transcript Request Form

Due in the Counseling Office: **Friday, April 13, 2018**

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Seniors: After graduation, your college will require an official **FINAL** transcript showing last semester grades and your graduation date. Please complete the information below to have your transcript(s) sent.

Also, if you have any hours through Dual Enrollment, you will need to contact that institution and have an official transcript sent to your college.

**Final** transcript fee is \$2.00 per transcript. Attach **stamped addressed envelope** to the college(s) of your choice. Write student name on inside envelope flap, do **NOT** put a return address. List college(s) below of where you want your transcript sent.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# of transcripts: \_\_\_\_\_ Amount sent: \_\_\_\_\_

**\*\*\*Office use only\*\*\***

Date sent: \_\_\_\_\_ By: \_\_\_\_\_