



OFFICIAL TRANSCRIPT REQUEST FORM

Davis High School
325 South Main St.
Kaysville, UT. 84037
Phone: (801) 402-8807 Email:
cbarber@dsdmail.net

PLEASE PRINT CLEARLY

Date: _____

Name: _____

Student #: _____ Grade: _____

Phone: _____

Birthdate: _____

Graduation Year: _____

Please Mark One:

Please mail transcript by
deadline of _____

Will pick up in person

(Note: Transcripts not picked up within 5 days
from the time printed will be discarded.)

Purpose of Transcript:

Admission/Scholarship

Personal Use

Mail Transcript to:

Brigham Young University
(Provo, Idaho, & Hawaii)

Ask for SSID # _____

College of Eastern Utah

Dixie State University

LDS Business College

Salt Lake Community College

Snow College

Southern Utah University

University of Utah

Utah State University

Utah Valley University

Weber State University

Westminster College

Other (only schools NOT on list)

- **AP, ACT, and SAT** score will be included with all transcripts
- All requests **MUST** be completed and signed
- All official transcripts are **\$2.00 per copy**
- Please make payment to Davis High School.
- Bring this request form with your payment **OR** Mail your request with payment to the above address (ATTN: REGISTRAR)
- **Please allow TWO WEEKS for processing**
- Only list addresses for colleges/universities not on the list

I authorize Davis High School to release a copy of my transcripts.

Student Signature: _____

***Other (Fill this portion ONLY for schools NOT listed above)**

College/University: _____

Person/Department: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Official Use Only:

Date Completed _____ **Paid** _____ **Official Signature** _____