



## Glacier High School

375 Wolfpack Way, Kalispell, MT 59901

(406) 758-8625 (phone) - (406) 758-8626 (fax) - williamsc@sd5.k12.mt.us (email)

# TRANSCRIPT REQUEST / RELEASE OF INFORMATION

### To request an official GHS transcript:

- Print & complete this form
- Original signature required for release of transcript (not computer generated)
- Return to GHS Counseling Center by hand delivery, mail, email or fax
- Allow 3 days to process the request

I, \_\_\_\_\_,  
(PRINT student's first and last name)

do hereby give my permission to Glacier High School to release my Transcript.

Student Signature: \_\_\_\_\_  
(Parent Signature Required if Under 18)

Graduation Year or Year Last Attended: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Contact telephone number: \_\_\_\_\_  
(For clarification if needed)

\*\* If not ordering transcripts directly through Counseling Center transcript clipboard please note delivery instructions: