

OLYMPIC HIGH SCHOOL TRANSCRIPT REQUEST

Required:

1. A copy of your valid driver's license or state ID.
2. Completed form
3. \$5 per copy via cash or money order to Olympic High School

Option 1: Pick-up

- Call ahead for an appointment at 925-682-8000 ext. 3010
- Bring the required documents and payment in.

Option 2: Email

- Email required documents to lima@mdusd.org
- Mail payment to Olympic High. Request will be processed once payment is received.

Option 3: Mail

- Mail required documents and payment to Olympic High.

**Olympic High School
Attn: Registrar
2730 Salvio St, Concord, CA 94519**

- A signed authorization letter by adult student is required if someone else is requesting or picking it up other than themselves. ID of the representative is also required in addition to the above requirements.

Name:

Last First Middle Maiden Name if needed

Date of Birth: _____ Last Year Attended at Olympic: _____ Did you graduate? _____

Telephone Number: _____ E-mail address: _____

Number of copies requested: Unofficial transcript Official transcript (signed and sealed)

Pick-up _____ Mail _____ Email _____
Mail/email to: _____

Signature: _____ Date: _____

For Office Use Only

ID: State # Expiration Date Cash Money Order Amount Paid

Request Completed by _____ Date _____

Address:

Olympic High School
2730 Salvio Street
Concord, CA 94519

Registrar's contact information:

Amanda Lim
Email: lima@mdusd.org
Office: (925) 682-8000 ext. 3010
Fax: (925) 609-7617