



Tolar High School Transcript Request Form

*Please complete this form to request an official or unofficial transcript.
Please allow up to 3 days for processing.*

Name: _____ Current Grade or Graduation Year: _____

How many requested: _____ Date of Request: _____

<p>I authorize the release of my Tolar High School transcript and records as follows:</p> <p>PLEASE CHECK ALL THAT APPLY:</p> <p>_____ Official Transcript (Includes official seal): All official transcripts will be mailed or faxed</p> <p>_____ Unofficial Transcript (Please choose <u>one</u> of the following)</p> <p>_____ (1) Personally Pick-Up _____ (3) Email: _____</p> <p>_____ (2) Family Member Pick-Up: _____ (provide name)</p>

For official transcripts – Please send to:
(ONLY request for transcripts to be sent to schools you have submitted an application)

Destination: (College/University, Employment, or House)

Student Signature: _____

(Office use only) Date Sent Out: _____