



RENAISSANCE HIGH SCHOOL

108 Everbright Avenue
Franklin, TN 37064
Phone: 615-472-4670
FAX: 615-472-4675

High School Transcript Request (Renaissance & Middle College)

Class of 2019 and later can send transcripts to colleges at no cost by visiting Orderatranscript.com

Submit form to Traynace James at traynacej@wcs.edu-- please allow 5 days for processing

PLEASE PRINT *Note: Incomplete information will delay processing of your request*

Full Name at time of graduation: _____

Your Email Address: _____

Recipient Name: _____

Recipient Address: _____
Street City State ZIP

Fax #: _____ *(if necessary)*

Current Student *(no fee required)*

Graduate, Class of _____ *(required for processing)*
Year

Send an official copy of transcript

- Test scores can be ordered online at ACT.org and Collegeboard.org
- Immunization records must be sent by parent or health provider

Parent Signature _____ Date of Request: _____

Student Signature (18 and over) _____

----- Office Use Only -----

Date Received: _____ Notes: _____

Date Sent: _____

