



SAINT BERNARD SCHOOL

1593 NORWICH NEW LONDON TURNPIKE, UNCASVILLE, CT 06382
Phone: 860-848-1271 ♦ Fax: 860-848-7440 ♦ www.saint-bernard.com

Transcript Request Form

Please use this form to make an official request with Saint Bernard School Counseling Department for a copy (both Official and Unofficial) of your high school transcripts.

NOTE: that we do not have copies of high school diplomas.

Name of Student (Alumni) _____ Year of Graduation _____

Maiden Name _____ Date of Birth _____

Current Home Address _____

Phone Home _____ Cell _____

Email Address _____

TRANSCRIPT REQUEST

Type of Transcript _____ Official _____ # of copies

_____ Unofficial _____ # of copies

Please be aware that requests may take up to a full week to be processed.

Mail Transcript to: _____

Or email transcript to: _____

SIGNATURE

Student (Alumni) Signature

Date of Request

The form can be emailed to: Mrs. Deborah Ingoglia / Dingoglia@saint-bernard.com
Or mailed to:

Saint Bernard School
1593 Norwich New London Turnpike, Uncasville, CT 06382
Attn: School Counseling Department