



# TRANSCRIPT REQUEST FORM

Attn: Rachel Leota, 900 Alameda de las Pulgas, San Mateo, CA 94402  
Email: rleota@smuhds.org Phone (650) 558-2919 Fax (650) 558-2952  
\*TRANSCRIPTS, ARE PROCESSED WITHIN TWO WORKING DAYS\*

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Last Name (Name while attending AHS) \_\_\_\_\_

First Name \_\_\_\_\_

Date of Birth \_\_\_\_\_

Date of Attendance/Graduation Date \_\_\_\_\_

Telephone Number (\_\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

***COST: \$5 per Transcript. Money Orders, Cash or Checks payable to Aragon High School. Processed when paid.***

***Total of Transcripts Requested \_\_\_\_\_ Amount Paid \_\_\_\_\_***

***\*\*\*Any Student over 18 - ONLY THE STUDENT CAN ORDER THEIR TRANSCRIPT\*\*\* Parents or Family Members can NOT request transcripts for students over 18.***

Send Transcript to: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

***All transcripts are OFFICIAL. Unofficial transcripts are not available. Diplomas are certificates that you received at graduation and are non-replaceable. We do not have copies.***