



Nonnewaug High School School Counseling Office

5 Minortown Road
Woodbury, CT 06798
Telephone Number (203) 263-0253
Fax (203) 263-6928

TRANSCRIPT REQUEST - GRADUATED STUDENTS

Please complete this form to request a copy of your transcript (* indicates required information):

OFFICIAL transcripts are hard copy signed and sealed. There is a \$2.00 fee per transcript for all **OFFICIAL** transcripts. To request an official transcript, **send or bring** this completed form with payment to the Nonnewaug School Counseling Office, 5 Minortown Road, Woodbury, CT 06798. Make checks payable to Region 14 Schools. Requests will be processed after payment is received. **Please allow up to 3 school days for processing.** If you plan to pick up your transcript, please contact 203-263-0253 to schedule an appointment. Nonnewaug High School asks for 24-hours advanced notice.

UNOFFICIAL transcripts are electronic only and not signed or sealed. To request an UNOFFICIAL transcript email this completed form to aparks@ctreg14.org. No fee is required for unofficial transcript requests.

***Please indicate the type of transcript you are requesting:**

- Official*
- Unofficial*

FULL NAME at the time of attendance*:

Year of Graduation*: _____ **Date of Birth*:** _____

Send my transcript to: (email address or full name and street address of person or institution)*:

Please provide your current name and contact information (phone/email) should we need to reach you:

Signature: _____ **Date:** _____