



THORNTRIDGE HIGH SCHOOL

CONFIDENTIAL INFORMATION



DIPLOMA ORDER FORM

STUDENT NAME: _____ **MARRIED NAME:** _____

BIRTHDATE: _____ **PHONE:** _____ **EMAIL:** _____

ADDRESS: _____ **CITY:** _____ **ST:** _____ **ZIP:** _____

CHECK STATUS:

- ☐ CURRENT STUDENT (CLASS OF _____)
- ☐ GRADUATE (YEAR _____)
- ☐ WITHDRAWN (DATE OF WITHDRAWAL _____)

DIPLOMA DELIVER OPTIONS

- ☐ \$100 - MAIL DIPLOMA TO ADDRESS BELOW - Will Be Sent Via Certified Mail

STREET & NUMBER	CITY	STATE	ZIP
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- ☐ \$80 - DIPLOMA WILL BE PICKED UP BY ME AT THORNTRIDGE HIGH SCHOOL

- ☐ \$80 - DIPLOMA WILL BE PICKED UP AT THORNTRIDGE HIGH SCHOOL BY: _____

I AUTHORIZE DISTRICT 205 (THORNTRIDGE HIGH SCHOOLS) TO RELEASE INFORMATION TO THE PERSON LISTED ABOVE

***SIGNATURE:** _____ **DATE:** _____

*PARENT/GUARDIAN SIGNATURE REQUIRED TO RELEASE RECORDS IF STUDENT IS UNDER THE AGE OF 18.

PLEASE NOTE:

1. ALL FINANCIAL OBLIGATIONS MUST BE MET BEFORE DIPLOMAS WILL BE ORDERED OR RELEASED.
2. DIPLOMAS WILL ONLY BE SENT VIA CERTIFIED MAIL.
3. PLEASE MAKE A CASHIER'S CHECK OR MONEY ORDER PAYABLE TO "THORNTRIDGE HIGH SCHOOL." PERSONAL CHECKS ARE NOT ACCEPTED. CREDIT CARD PAYMENTS CAN BE MADE BY CALLING THE BURSAR'S OFFICE AT 708-271-4483.
4. FORMS CAN BE MAILED ALONG WITH PAYMENT AND A COPY OF YOUR ID TO THORNTRIDGE HIGH SCHOOL AS LISTED BELOW. ALTERNATIVELY, FORMS CAN BE DROPPED OFF DURING REGULAR SCHOOL HOURS. IF YOU ARE MAKING A CREDIT CARD PAYMENT, THIS FORM CAN BE EMAILED WITH A PICTURE OF YOUR ID USING THE INFORMATION OUTLINED BELOW.
5. NO DIPLOMA WILL BE RELEASED WITHOUT IDENTIFICATION.

THORNTRIDGE HIGH SCHOOL
ATTN: REGISTRAR
15000 COTTAGE GROVE AVENUE
DOLTON, IL 60419
TR-RECORDS@DISTRICT205.NET
708-271-4410