



**Official Academic
Transcript Request**

Attention: If using this form, please print all information clearly. You must include your signature at the bottom of this form. Transcripts are \$2.00 per copy. Accepted method of payment: Money Order, Personal Check, or Cash. Please make checks payable to Cleveland Heights High School. Please visit chuh.org to check the hours of operation. No transcript order will be accepted without payment. Please complete a form for each copy requested. Thank you.

Student Information:

Name while attending CHHS:		Graduation Year or Withdrew:	
Date of Birth (mm/dd/yyyy):		List any other names used while attending CHHS:	
Address:		Email:	
City:	State:	Zip:	Phone Number: () -

Transcript Options:

Number of Copies:	Official Transcript (<i>Sealed Transcripts are official as long as seal is unbroken</i>) Unofficial Mailed Pick up
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Mail Transcript(s) to:

Mailing Name:			
Mailing Address Line 1			
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Send requests by mail to:
 13263 Cleveland Heights High School
 Attn: Registrar's Office
 Cleveland Heights, Ohio 44118

Or

Send request by email to:
transcripts@chuh.org