

GLOBE UNIFIED SCHOOL DISTRICT #1

Globe High School
460 N. Willow
Globe, AZ 85501

Phone: (928) 402-6106

Fax: (928) 425-8909

REQUEST TO SEND RECORDS

Are you requesting transcripts that are _____ official or _____ unofficial?

Student's Legal Name: _____ DOB: _____

Name used while attending Globe High School: _____

Did you receive a high school diploma? _____ Yes _____ No Graduation year: _____

I, the undersigned, do hereby authorize Globe High School to release the following pertinent information and records:

☐ Complete transcript of grades

☐ Immunization records

☐ AIMS Test Scores

☐ ACT/SAT Scores

☐ Special Education placement records (include psychological records)

☐ 504 Plan

Office use only

☐ Faxed

☐ Mailed

☐ Picked-up

☐ Mail records to:

(Allow 5 working days from the time of receipt of your request to process and mail your official transcript)

School or Individual: _____

Address _____

City _____ State _____ Zip _____

☐ Fax records to _____ (unofficial records only)

Signature

Telephone #

Date