

Appendix C: Transcript Request Form

Three official transcripts for each student are prepared for free of charge. This form is to request additional transcripts

Date: _____	
Transcript Request Form Issaquah High School	
Name: _____	Birthdate: _____
_____	Fill in the number of official transcripts in a sealed envelope (for colleges)
_____	Fill in number of transcripts not in an envelope (to use for filling out college applications, scholarships apps, etc.)
===== Total number of transcripts requested.	
List the colleges you are sending transcripts to (for our information):	
1.	_____
2.	_____
3.	_____
*There is a charge of \$2.00 for each additional transcript requested. Pay the ASB bookkeeper, attach your receipt to this request and bring to the Counseling Office.	