

ALBANY JR/SR HIGH SCHOOL
Transcript Request Form

Remember: Some colleges/universities require transcripts to be sent directly from your high school. Also, if you open the sealed envelope, the transcript is no longer considered official.

Student: _____ Request Date: _____

Number of Transcripts Requested: _____

Graduation Year: _____

_____ Mail Transcripts to

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

_____ I will pick up sealed transcripts.

Signature: _____

Counselor Use Only

Date mailed or delivered to student: _____