**Request for Official Transcript**

EMAIL (processing time is approximately 3 business days, but may increase during high volume times):

Complete and sign this form.

E-mail : enrollment@uticashaleschool.com

Official Transcripts will NOT be released with an outstanding financial obligation or financial hold on your record. Please contact Mr. Watson with questions or concerns.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Year of Graduation: | Total Fee ($0 each): | | | Student S.S. Number: | | Date of Birth: | | | \* Phone Number: *(please check here*  *if this is an official change):*( ) |
| Student Name: | | | Former Name(s): | | | | E-mail: | | |
| **\***Street Address *(please check here*  *if this is an official addresschange):* | | City | | | State | | | ZIP Code | |
|  | | | | | | | | | |
| Mail Transcript(s) to:  **Copy 1**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_ | | | | | | | | | |

STUDENT SIGNATURE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_