



# Mount Miguel High School Transcript/Record Request



All sections must be completed, unless specified \*; print do not use manuscript. **You must include a copy of valid Driver License or ID, and exact amount for transcripts** (\$2.00 per transcript; money gram or money order ONLY). Official Transcripts cannot be fax. It takes 1-5 business days to process request.

<b>Name used when registered at MMHS</b>	
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Last, First, MI

<b>DOB</b>		<b>Grad. Date</b>		<b>Student ID #</b>	
Month, Day, Year		Month, Year		* Leave blank if don't know	

Did you get your diploma under the CAHSEE retroactive exemption (Senate Bill 172), effective 1/1/2016? If yes and this is the first time you're requesting a transcript, you **must** meet with a school counselor before you can request a transcript.

YES  NO

<b>Cell</b>		<b>Email</b>	
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<b>Record you're requesting</b>	
Transcript, Discipline, Attendance, Assessment, Immunizations, ETC	

<b>How many transcripts</b>		<b>Amount included</b>	\$		<b>Form of payment</b>		<b>Reference Number</b>	
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**Select one:**  I will pick up  Mail to (enter information below)

<b>Send Official Transcript to:</b> (e.g. University of California Santa Barbara - Attn: Admissions Office - 1210 Cheadle Hall Santa Barbara, CA 93106-2014)	
College/business	
Attention/Person	
Address	
City, State, Zip	

I hereby verify that the information submitted for this request accurately documents my request without impinging on my right to Privacy. I understand that providing false information will result in immediate withdrawal of the request and could result in criminal charges per CA Penal Code 528.5. By signing below, I agree and understand, I hereby declare that the information given in this request is, to the best of my knowledge, true, correct, complete in every aspect, and that I am the applicant.

X \_\_\_\_\_ / / \_\_\_\_\_  
Former Student Signature Date

Only MMHS - Completed