



Transcript Request

Instructions:

- 1. Completely fill out this transcript request form and mail it to the address below. The form may also be dropped off to the Counselor's Office..
- 2. FEES:

<u>GRADUATED STUDENTS</u>: There is a \$2 fee per transcript request payable by check, cash or money order. We do not accept credit/debit cards by mail or phone. <u>CURRENT STUDENTS</u>: Use this form ONLY for scholarships and other non-college application purposes (all college application requests go through Naviance).

3. All fees MUST be prepaid.

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Currently enrolled in RMHS? ☐ Yes ☐ No If No, when did you graduate or last attend Rocky Mountain H.S.?

PERSONAL INFORMATION

WHERE TO SEND TRANSCRIPT

Name:	Send To:
Birth Date:/	Address:
Previous Name(s):	City/State/Zip:
Home Phone:	Please send transcript:
Address:	Immediately
City/State/Zip:	After Semester Grades are Posted
Date:	Hold Transcript for pickup
	Student Signature:

Transcripts will not be processed without the appropriate payment. Please bring this form to the Counseling Office or mail it with your payment to:

Rocky Mountain High School 5450 N. Linder Road Meridian, ID 83646 Attn: Transcript Request