

Transcript Request Form

In order for your transcript to be sent you must provide us of the information requested. Also, you must provide your signature at the bottom of this page, authorizing me to send your transcript.

Note, that if a college request "official" ACT scores, then you must have ACT sent your scores directly to the college.

You must have your transcript sent to every college to which you apply. No Transcripts will be sent unless this form is submitted to the counselor.

SEND this request to: Section High School
Attn: Jeff Hancock
P.O. Box 10
Section, AL 35771

Or Fax to: 256-228-6252

Please send my transcript to the following college:

Name of College _____

Street address _____

City _____ State _____ Zip _____

Student's signature _____

Student's printed full name _____

(when enrolled at Section)

Graduation Year _____

Date of Request _____

*For office use only

Date transcript was sent _____ initials _____.