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Guidance Department

Attention: Mrs. Freeman
Phone: 508-222-5150 ext. 1235
Fax: 508-222-7813
nfreeman@attleboroschools.com

**ATTLEBORO PUBLIC SCHOOL SYSTEM 100
 RATHBUN WILLARD DRIVE
 ATTLEBORO, MASSACHUSETTS 02703**

TRANSCRIPT REQUEST FORM

I _____ give permission for the following:

(NAME) (PRINT CLEARLY)

(D.O.B)

Full Name (**While in School**)

LAST

FIRST

MIDDLE

*PARTS OF RECORD TO BE RELEASED:
(48 hours notice required)*

*Permission
Granted*

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Copies*

- TRANSCRIPT** information (includes identifying information, course titles, grades or their equivalent, and grade level completed)

SAT & COLLEGE BOARD SCORES need to be ordered directly from them

RECOMMENDATIONS & EVALUATIONS need to come directly from your former teachers/counselors

- OTHER (SPECIFY)** _____

Do you want us to call you when it's ready and you can come back and pick it up? Y / N

OR

Send It To: _____

Signature of student/guardian

Today's date

Daytime Phone Number

Year Graduated / Year Left School
