Official Transcript Request

THERE IS A 24 HOUR TURN AROUND ON ALL TRANSCRIPTS

FULL LEGAL NAME:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

GRADUATION YEAR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NUMBER OF COPIES: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MAIL \_\_\_\_\_\_\_ PICKUP \_\_\_\_\_\_\_\_\_ \*\*Please select one.

If mailing, please list the name and address:

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Please return this request to the counselor’s office, by email (lawlesskd@lindaleeagles.org), or fax to 903-881-4091.

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

\*This will include an official copy of your transcript, as well as an unofficial copy of test scores and description of Lindale’s GPA calculation and ranking policy.