Request for Final Transcript * South Gwinnett High School * 2011

Colleges and NCAA require a final transcript upon high school graduation.

- Final transcripts requested by **May 27** will be ready for pick up on **June 13 &14** in the Counseling Office. Failure to request your transcript by May 27 will result in a processing delay of up to two weeks from the date the request is submitted.
- Students are required to mail their own transcripts.
- NCAA requires a separate final transcript from the college or university transcript.
- Attach CASH payment ($2.00 per transcript) to this form and submit to the Counseling Office by May 27.
- **Students attending college in Georgia may send their final transcripts for free on www.GAcollege411.org starting June 6.**

Student Name	Student ID Number	Date of Birth	# of Copies

Include Copy of Test Record: _____ Yes _____ No

Include Copy of Immunizations: _____ Yes _____ No
(Additional $2.00 cash)

College Attending	Student Signature	Date

Office Use Only

Amount Paid	Date Paid	Collected By (Initials)	Processed By (Initials)	Date

Pick Up Date _____ Student Signature _____