



Norton High School

Attention: Guidance Office
1 Panther Way, Norton, OH 44203
Phone: 330.825.7300 Fax: 330.706.0369
ghosbach@nortonschools.org

TRANSCRIPT REQUEST FORM

Fill out this form to have an *official* transcript of your high school credits sent to a college/university, or an *unofficial* copy for employment/other. Next, either fax, email or mail this request to the address listed above.

Graduation Year: _____

If you left NHS *before* your class graduated, what year(s) did you attend? _____

Your legal name when attending NHS: _____

Name now (if different): _____ Birth date: ____ / ____ / _____

Your mailing address: _____

City/State/Zip: _____ Phone: _____

Email address (optional): _____

Mail Transcript to (Name or College): _____

Transcript Mailing Address: _____

City/State/Zip: _____

Purpose of the request:

College Employment Scholarship Other: _____

Official Transcripts will be sent to colleges/universities at no charge upon receipt of this form; however, transcripts sent to home addresses will be a copy only and will **not** have the official school seal.

➤ **Please Note: Former students of NHS will need to provide proof of identity (i.e., driver's license, utility bill, any government –issued document, mortgage/lease/rental agreement, etc. with request).**

AUTHORIZATION FOR RELEASE OF INFORMATION

I hereby authorize NORTON HIGH SCHOOL to release my
High School Transcript as requested:

Signature: _____ Date: _____

Parent/Guardian Signature: _____

(If student is under 18 years of age)