

Huntsville High School  
441 FM 2821 Rd. E  
Huntsville, TX 77320



## Transcript Request Form

Date: \_\_\_\_\_

Number of Copies: \_\_\_\_\_

### Personal Information

Name under which you were enrolled:  
\_\_\_\_\_

Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Method of Delivery:

To be picked up in person @ HHS Campus (OFFICIAL / UNOFFICIAL)

To be mailed to an institution of higher learning or employer(OFFICIAL)

Address to be mailed to: \_\_\_\_\_  
\_\_\_\_\_

To be mailed to a residential address (UNOFFICIAL)

Address to be mailed to: \_\_\_\_\_  
\_\_\_\_\_

To be faxed/mailed electronically (UNOFFICIAL)

Fax number or email address: \_\_\_\_\_

Additional Comments/Addresses: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*\*\*TRANSCRIPT REQUESTS WILL NOT BE PROCESSED WITHOUT PROPER PROOF OF IDENTIFICATION AT THE TIME OF REQUEST\*\*\***

FOR OFFICE USE ONLY

\_\_\_\_ MAILED ON (DATE): \_\_\_\_\_

\_\_\_\_ TREX SENT (DATE): \_\_\_\_\_

\_\_\_\_ PICKED UP BY: \_\_\_\_\_

DATE: \_\_\_\_\_