

TRANSCRIPT REQUEST FORM

FOR STUDENTS NOT CURRENTLY ATTENDING THS

Transcripts should be requested in writing from the Registrar. These requests can be mailed or Faxed to:

Mary Ann Zucknick,
Taylor High School Registrar
355 FM 973
Taylor, TX 76574
FAX: 512-365-1351

There is a \$2.00 charge for processing transcripts. The \$2.00 must be paid prior to mailing the Transcript or paid for at the time of pick-up. Please allow 24 hours for processing.

INFORMATION NEEDED

Please check one: UNOFFICIAL TRANSCRIPT OFFICIAL TRANSCRIPT

Name of Student While Attending School: (Please print)

Year of Graduation or last year of Attendance: _____

Phone Number where you can be reached: _____

Last four Digits of SSN: _____ Date of Birth: _____

Address Where Transcript should be sent: _____

Street Address

Apt. #

City

State

Zip

OR:

Transcript will be picked up by: _____

Signature

Date

Office use: Processing Information

Taylor ISD * www.taylorisd.org * 512-352-6326(phone) * 512-365-1351 (FAX)