



Laguna Creek High School
9050 Vicino Dr., Elk Grove, CA 95758
(916) 683-1339



Transcript Request

Fees are \$2.00 for official and \$1.00 for unofficial transcripts. Unofficial transcripts are free for current students. Cash or money order accepted. Allow two business days for processing. ID card is required.

Name: _____
 Last First Middle
 Maiden Name: _____
 Date of Birth: _____ Graduation Year: _____
 Phone Number: _____ Student ID #: _____

Mail:

Name of Institution: _____
 Attention: _____
 Address: _____
 City, State, Zip: _____

Official Transcript Number of copies _____ @ \$2.00= _____
 Unofficial Transcript Number of copies _____ @ \$1.00= _____
 Total= _____

Paid

I hereby authorize the release of my student's transcripts to the above named institution or to my child.

Parent/Guardian or Alumni Signature

Date

Please Note: Transcripts that have not been picked up within 90 days will be destroyed and no refunds or replacements will be issued.