

**TRANSCRIPT REQUEST FORM**

Date \_\_\_/\_\_\_/\_\_\_

Identifying Information:

Student's Full Name \_\_\_\_\_

Name at time of attendance (if different from above)

\_\_\_\_\_

Last 4 digits of social security number \_\_\_\_\_

Birthdate \_\_\_\_\_

Dates of Attendance \_\_\_\_\_

.....

Please mail transcript to (include name and address):

\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Contact Phone Number

**\*\*ALL REQUESTS MUST INCLUDE A COPY OF YOUR PHOTO ID\*\***

For Burns Flat/Weatherford students, Attention Sandra Sheets:  
(580) 562-4476  
For Sayre students: Attention Brandi Colten: (580) 928-9827