



**Washington Island School District**

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OFFICIAL HIGH SCHOOL TRANSCRIPT RELEASE FORM

Please Print

Today's Date \_\_\_\_\_

Name: \_\_\_\_\_  
FIRST MIDDLE LAST

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

Year of Graduation: \_\_\_\_\_

I authorize Washington Island School to release the following records:

\_\_\_\_\_ Transcript \_\_\_\_\_ Unofficial Transcript\*\*  
\_\_\_\_\_ Standardized Test Scores

\*\* Please note that most schools, employers, scholarships require official transcripts. Please check with the recipient prior to requesting transcripts to determine if they require official transcripts. Transcripts must be mailed directly from Washington Island HS to be official.

Signature: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

Send to: \_\_\_\_\_  
(example: self, name of college/scholarship, employer)

Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

\*\*\*\*\*Office Use Only\*\*\*\*\*

Date Received: \_\_\_\_\_ Date Mailed \_\_\_\_\_ School Official \_\_\_\_\_

**Washington Island School District - "Where All Students Can Succeed and All Means All"**