

ENFIELD HIGH SCHOOL ~ GUIDANCE DEPARTMENT ~ 1264 ENFIELD STREET ~ ENFIELD, CT 06082
TELEPHONE # 860-253-5550 ~ FAX # 860-253-5326

TRANSCRIPT REQUEST CIRCLE ONE: ENFIELD HIGH OR FERMI HIGH
(ONLY UNOFFICIAL TRANSCRIPT WILL BE MAILED TO THE FORMER STUDENT)

**PLEASE MAIL EITHER \$2.00 CASH OR A MONEY ORDER FOR EACH TRANSCRIPT REQUESTED TO THE ABOVE ADDRESS
OR DROP OFF THE REQUEST BETWEEN 7:00 AM AND 2:00 PM, MONDAY THROUGH FRIDAY.**

ONCE THE REQUEST IS RECEIVED IN THE GUIDANCE OFFICE, THE TRANSCRIPT WILL BE MAILED WITHIN 48 HOURS.

Name:

Year of Graduation:

Maiden Name:

Daytime Telephone #:

Date of Birth:

Today's Date:

Please release my academic transcript to the following:		
	Deadline Date	Location - Name and Address
#1		
#2		
#3		
#4		

Office Use Only	
Amount Paid	Date Completed

Signature: