




Richard O. Jacobson Technical High School at Seminole TRANSCRIPT REQUEST

PRINT LEGAL NAME Last Name First Name Middle Name

Street Address City Zip

PCSB 10-digit ID Number: _____ Date of Birth: _____

 900 of the colleges in the United States use **Common App** to apply to their institution. Please first go to www.commonapp.com to apply to the colleges of your choice. If your school is not listed, please complete the following for each school not listed under Common App. If you have questions, Mrs. Rubin is your Common App advisor. Email her at RubinA@pcsb.org.

1st School Name _____

1st Address/Campus _____

1st Email Address _____

2nd School Name _____

2nd Address/Campus _____

2nd Email Address _____

3rd School Name _____

3rd Address/Campus _____

3rd Email Address _____

4th School Name _____

4th Address/Campus _____

4th Email Address _____

- Under class-men transcripts (either sealed or unsealed) used when considering colleges.
- Final transcripts which are sent to colleges after graduation go to the specific college the student has pending enrollment. These transcripts are sent after grades are finalized which is usually a week after the last day of school.
 - Final transcripts for state schools are sent electronically
 - You may pick-up transcripts the next business day.
 - If you want your transcript mailed, please provide a postage-paid, addressed envelope for each school.

I request an additional unofficial transcript for my personal review.

Your email address: _____ Cell Phone: _____

I authorize the release of records to the institution(s) listed above.

Signature _____ Date: _____

OFFICE USE ONLY

Transcript electronically sent. Date & Processed by: _____

Transcript printed for pickup

Transcript mailed to institution(s)