

**Georgetown County Adult Education**

**Adult High School Transcript Request Form**

***Please note:*** *If you did not earn any credits through Georgetown County Adult Education, you will need to request your transcript from the last high school you attended.*

**List your name while enrolled in Georgetown County Adult Education:**

**Last: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Middle: \_\_\_\_\_\_\_\_**

**DOB: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Last year in attendance: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Did you graduate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applicant Signature (REQUIRED) Date**

**THE RELEASE OF A STUDENT TRANSCRIPT/SCHOOL RECORD REQUIRES A SIGNED REQUEST FROM THE APPLICANT. A PARENT/GUARDIAN MAY ONLY SIGN FOR A TRANSCRIPT IF THE STUDENT IS LESS THAN 18 YEARS OF AGE.**

All transcripts will be available for pick-up in the main office of Howard Adult Center. **Please allow 5-10 business days for processing** and make sure all information is correct to avoid delays. Transcripts must be picked up by the applicant or minor student’s parent/guardian.