**Transcript Requests**

**Current Students**

PHS students may request an official transcript by contacting Billie Hamby in the main office or filling out a request form. Have the following information available:

**Full name of the school** where the transcript is to be mailed (no abbreviations) and the **town, state and zip code** where the school is located or another full address where the transcript is to be mailed.

Official transcripts **will not** be sent directly to students.

**Pinedale High School Graduates**

Provide the following information by phone, email or mail the request form to Billie Hamby:

 The full name you attended PHS under

 Date of birth

 Year of graduation

Also provide the **full name of the school** where the transcript is to be mailed (no abbreviations) and the **town, state and zip code** where the school is located or other full address where the transcript is to be mailed.

Request forms should be mailed or emailed to:

**Registrar**

**Pinedale High School**

**P.O. Box 549**

**Pinedale, WY 82941**

**hambyb@sub1.org**

Once again, official transcripts **will not** be sent directly to the student.