

**HOUSTON COUNTY BOARD OF EDUCATION
RECORDS MANAGEMENT OFFICE**

1100 Main Street, Perry, GA 31069
(478) 929-7805, ext. 10805 or ext. 10806

TRANSCRIPT REQUEST FORM

DATE: _____

NAME:(maiden & current) _____

MAILING ADDRESS: _____

PHONE NUMBER: _____

SOCIAL SECURITY NUMBER (Last Four Numbers): xxx-xx-_____

BIRTHDATE: _____

SCHOOL ATTENDED: _____

DATE ATTENDED: _____

GRADUATED? Yes or No

FORWARD TO: _____

Signature

Hand carried

Mailed

Official

Unofficial

PAID: CASH

Money Order

Fee per transcript \$3.00

Attach Copy of ID - required

Cash or money orders are the only accepted forms of payment.
Checks, debit cards, or credit cards will not be accepted.