



# Lodi High School – Registrar's Office

3 S. Pacific Ave., Lodi CA. 95242

Telephone (209) 331-7695 Ext. 320017

Fax (209) 331-7686

## Official Transcript Request Form

*This form is for former students, more than one (1) year out of school.*

Official Transcripts (hard copies) are \$5.00 (cash only). Payment may be made in person, or by mail. When mailing payment, include this form. Official copies are signed, stamped and sealed.

Electronically signed transcripts are free of charge and may be emailed with signature where permitted.

Unofficial Transcripts are a copy only, unsigned, unsealed.

*Privacy laws prohibit release of adult records to parent, or outside parties without a signed release form*

**\*\*Outside Agencies: Please email a release of records request with this form .**

### To Obtain Transcripts:

**Email this request to the Registrar: lbryant@lodiussd.net**

**Questions, email or call (209) 331-7695 Ext. 320017**

*Privacy laws prohibit release of adult records to parent, or outside parties without a signed release form*

**\*\*Outside Agencies: Please email a release of records request with this form .'**

**Note: Due to Covid, records will be sent electronically where possible. Please supply email to school or employer if possible**

Student Name: \_\_\_\_\_ Maiden Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Graduation Year or Last Year Attended: \_\_\_\_\_ **Signed:** \_\_\_\_\_

**Send Transcript to:** Name, School or Business: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_