

Post High School Student Transcript Request Form

(For students who graduated from Molalla High School)

Transcripts for former Molalla High School Students can be requested by mailing this form to:

Molalla High School

Attn: Registrar

PO Box 309

Molalla OR 97038

****NOTE:** It takes 24-48 hours upon receipt to process your request**

Official transcripts cost \$5.00 each. Please enclose payment when mailing this form or complete credit card information and email this form to aliceanne.diehl@molallariv.k12.or.us

If you are requesting an **unofficial** transcript be sent electronically, please complete this form and email it to the Registrar at aliceanne.diehl@molallariv.k12.or.us

Name at time of graduation_____

Current last name (if different than above)_____

Phone Number:_____ **Email address:**_____

Graduation Year:_____ **Number of copies requested:**_____ **Date of Birth**_____

Address(s) that you would like the transcripts mailed to; please include the College or University name if it is to be mailed directly to them. We do not mail overseas.

1._____ **2.**_____

Signature

Date

Credit Card Number:_____

Expiration: _____

Cardholder Name:_____

CVV:_____

Billing Address_____

If you have any questions, you may contact the MHS Registrar at 503.759.7315 or aliceanne.diehl@molallariv.k12.or.us

