



**Seven Rivers Christian School
Request for Transcripts**

There is a \$5.00 fee per transcript for former students, and transcripts will not be processed until payment is received. Current students may use this form or pick one up from the Academic Advisor.

Transcripts consist of the following: courses/credits completed, grades earned, and ACT or SAT test scores. PSAT scores must be requested separately. AP scores are sent from the College Board upon student request.

Return your completed form to Mrs. Julias via fax (352.746.5520) or email (fjulias@sevenrivers.org). Forms may also be mailed to:

Seven Rivers Christian School
4221 W. Gulf to Lake Highway
Lecanto, FL 34461

Complete Name (while attending school): _____

Graduation or withdrawal year: _____

Birthdate: _____

Phone Number: _____

Records requested: (Please indicate quantity needed in space provided)

_____ High school transcripts, official

_____ High school transcripts, unofficial

Send requested records to:

College Name: _____

Address: _____

City, State, Zip: _____

How will you pay for your transcript (mail, hand-deliver, etc.)? _____

Signature: _____

Date: _____

Office Use:

Date Request Received: _____

Date Payment Received: _____ **Check #** _____ **Cash:** _____

Date Transcript Mailed: _____