

TRANSCRIPT REQUEST

CURRENT STUDENT

MVHS- Counseling Center
8365 FM 471 S
Castroville, TX 78009
FAX: 830-931-0038

PLEASE FILL OUT THE FOLLOWING INFORMATION:

Current Grade Level: 10 11 12 ID# _____ Last 4 digits of social security # _____

Name: _____
(Last) (First)

University or College: _____

Location: City must be listed for Texas schools.
Full address is needed for out of state schools.

Unofficial transcripts can be printed from your skyward account and are updated according to school board policy. Texas Public Universities and Colleges will be sent your transcript through TREX the electronic state system. Private and Out of State schools will be mailed an official copy through US Mail using the address indicated on this form.

Student Signature: _____ DATE: _____

Transcript requests are processed within 48 to 72 hrs; 2 to 3 school days.