FORDHAM PREPARATORY SCHOOL
East Fordham Road, Bronx, New York 10458-5175 • (718) 367-7500 • Fax (718) 367-7598

TRANSCRIPT REQUEST FORM

1. There are two types of transcripts. Please check which type you are requesting.

______(a) Official Transcripts, mailed directly from Fordham Prep to the institution or business. Bears the official raised seal of the school.

______(b) Unofficial Transcripts, for a student's/alumnus' personal or general use.

2. Return this form to the Registrar's office along with $5.00 fee per transcript

3. Allow 1-2 days for processing.

Print all information

Name:____Graduation Year:_____________

Address: ____ Birth Date: __________________

____ Phone # (_____)________________

e-mail address____

Social Security #(last 4 digits) _______________________

NOTE: If this address is different from your address at graduation, please check here:______

Print in the area below the exact name, address, and zip code of the Institution where the Official transcript should be sent. Additional addresses may be included on back of form.

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TODAY'S DATE: ____________ SIGNATURE :______________________________________

Signature required as authorization for the Registrar to release your records.

Please do not write below this area.

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Date Transcript Mailed:__________________ By: _______________________________________

Official: _____________ Unofficial: _____________ Received: $_____________