Harmony School of Advancement

3171 N Sam Houston Pkwy W, Houston TX, 77038 * Tel: 281.741.8899 * Fax: 281.741.8006

Transcript Request Form

NOTE: Documents are ready for pickup or mailed within 5 business days.

Do NOT request transcripts for universities that are processed through electronically such as CommonApp, SendEdu and etc.

Student Name (While Attending): _____ Date of Birth: ____/____/_____

Email Address (to notify you item(s) has been sent):_____@_____

Year of Graduation or Last Year Attended: _____ Today's Date: ____/____/_____

Do request application FEE WAIVER? (Only for Free/Reduced Lunch Students): _____

Do request counselor's letter of recommendation and communicate with Mr. Orsun? : _____

Check all Requested Documents:

__ Official, Sealed Transcript **# of copies____**

__ Unofficial Transcript **# of copies____**

Check the Appropriate Handling Method:

__ Mail to the Institute(s) Below ($2 per request):	Do you want your Ranking to be seen on transcript?

Parent Signature:_____