

HIGH SCHOOL TRANSCRIPT RELEASE

Juniata Mennonite School

289 Leonard Hill Road

McAlisterville, PA 17049

Students and/or Alumni who wish to obtain an official copy of their high school transcripts must complete a request form and return the form with a \$5.00 processing fee per copy requested. The request will be processed within five to seven days of receipt, and an official transcript will be mailed directly to the institution(s) indicated on the request form. Students presently enrolled may request up to three transcripts to be sent without a fee.

Due to FERPA laws, we are now required to obtain a parent signature to release any transcripts for students under 18.

Permission is granted for _____ Class of _____

to submit transcript requests to the JMS Office. Date of request: _____

It is understood that this is confidential information and will only be directed per the student/parent's instruction.

Parent/Guardian Name (print) _____

Address _____

Parent/Guardian Signature _____

Student Signature _____

Student Date of Birth _____ Current Age _____

Institution transcripts requested _____

Attention (Registrar) _____

Address _____

Date received: _____

HSTR

Transcript # _____ PT CT

Delivery Date: _____ Student JMS

Authorized Signature: _____

