FAX: 573-884-9665 Toll Free: 855-256-4975



306 Clark Hall Columbia, MO 65211

High School Transcript Request Form

Complete all applicable fields, typing or writing legibly; failure to do so will result in processing delays. Your written signature (and parent/guardian signature if under 18 years of age) is required. Courses are reflected on transcripts after 7 days of course being completed. Upon receipt of this request, allow 7-10 days for **processing** and additional shipping time. If you need faster shipping, contact Student Support Services at (855) 256-4975 for expedited overnight shipping and additional fee information.

Student Name:				DOB:		Enrollment Status:	
Last	First		Middle	Date of Birth	MM/DD/YYYY	Current Student	
Are you an NCAA or NAIA Student? ☐ No ☐ Yes –			's ID #:			Grad - Mizzou Academ	
•						☐ Non-Graduate	
Current contact inform	nation: Student email			Student phone numbe	r	 Withdrawing from 	
	Student email			Student priorie numbe	ı	our program	
	Please choose ty	ype of delivery – e	ach box d	hosen equals one	request		
Re	ecipient #1 Information*			Recip	ient #2 Inforn	<u>nation</u>	
☐ SEND <i>Unofficial</i> transcript to:			☐ SEND Unofficial transcript to:				
FAX (Area Cod	de) + Number or email add	ress	-	FAX (Area Code) +	Number or	email address	
☐ USPS Mail Official transcript			☐ USPS Mail Official transcript				
					·		
Recipient name #1*			Recipient name #2				
Address			Address				
O'th :	Ot-1- 7:-	0					
City	State Zip	Country	City	3	State Zip	Country	
	To have transcripts se	ent to more than t	two recip	<i>ients</i> , complete a	separate forn	n.	
Student Signature Date		Date	Pare	ent Signature (if st	udent is under	18) Date	
Processin	ag Eoos — nor request	DAY8454	IT IN 15.0				
Processii	ng Fees - per request	PAYMEN	II INFO	PRIVIATION (*On	e complimentary	request per academic year)	
Faxed (or emailed)	Mailed	***Trar	nscript re	equests will be ac	cepted by FAX	K or Postal Mail only***	
Unofficial	Official		Number of Mailed Official Transcripts x=				
\$10 Domestic	\$10 Domestic (USPS)	Number	OI WIAIIE	eu Official fransci	# requested	Fee price Total	
\$15 International	\$15 International (Air M	ail) N	umber o	f <i>Unofficial</i> Trans		x=	
		USPS = United States	s Postal Service	a	# requested	Fee price Total	
Method of Paymer						Total fees	
☐ Check or Mon	•		•			ocessing and additional	
Credit Card (Fa	ax or postal mail this for	•,	•	•		Student Support Services at	
		(855) 2	56-4975	for expedited shipp	ing and addition	al tee information.	
Card Holder Signature	Date		Cor	ntact information: email or	phone number		
-							
Name on Cradit Card	Coodis Coud St	oher	Evniration	Date Cradit C	Pilling Address (inclus	de zin code)	
Name on Credit Card	Credit Card Nun	IIDEI	Expiration	pare Credit Card	Billing Address (includ	ie zip couej	

Fax Number: 573-884-9665 Website: MissouAcademy.missouri.edu Toll Free: 855-256-4975