

Request for Transcripts

~For High School Students~

Gorman Learning Center
1826 Orange Tree Lane
Redlands, CA 92374

I, _____ am requesting (Unofficial Transcripts Sealed Official Transcripts)
(printed name)

from Gorman Learning Center on behalf of _____
(student)

today, the ____ day of _____, _____.
(date) (month) (year)

Please select one of the following:

Fax transcripts (unofficial only) to: _____

I will pick up transcripts at the business office on _____ at _____ AM/PM.

Mail transcripts to this address:

Note: Transcripts are only available for students' high school grades. Transcripts will be processed within 48 hours of receipt of this completed form.

Fax this completed form to (909) 793-5964

Parent/Guardian Signature _____

Parent/Guardian Telephone Number _____