

VRHS Transcript Release Form

Final Transcripts will be released when second semester grades post to transcripts, approximately mid June.

Current Students: A **\$2.00 per transcript fee** is required for any mailed or printed official transcripts. Emailed and electronic copies are free of charge.

Former Students: A **\$5.00 per transcript fee** is required for any mailed or printed official transcripts. Emailed and electronic copies are free of charge.

I give permission for my transcript of academic work undertaken at VRHS to be sent to colleges, universities or scholarship programs to which I am applying. I understand that it is the student's responsibility to notify the counseling office of those colleges and programs for which a transcript is needed and to do so at least 3 business days before the due date at the college, university or scholarship program.

Student Name (print): _____ Student Number: _____

Student Signature: _____

Location Information	Student Initials	Due by date:
College/Scholarship: _____ <input type="checkbox"/> Mailing Address: _____ _____ <input type="checkbox"/> Email Address: _____		
College/Scholarship: _____ <input type="checkbox"/> Mailing Address: _____ _____ <input type="checkbox"/> Email Address: _____		
College/Scholarship: _____ <input type="checkbox"/> Mailing Address: _____ _____ <input type="checkbox"/> Email Address: _____		

Office Use Only:

Date Rcvd: _____ Amount Paid: _____ Date Completed: _____