

TRANSCRIPT REQUEST

Mail transcript request to: The Apprentice School
4101 Washington Avenue, B14-2
Newport News, VA 23607.
Or fax to: (757) 688-0305

Transcript requests are processed at no fee.
One form per request.

Name: _____ Date: _____

Social Security #: _____ - _____ - _____ Year last attended: _____

Apprentice Trade: _____

Did you retake a failed course? Yes No

Curriculum studies: Advanced Basic

TRANSCRIPT TO BE PREPARED: Official Unofficial

Copies furnished to students will be unofficial and not bear the school seal.

Transcripts will not be faxed.

Transcript is to be mailed to:

**Address must be
complete –
including zip code**

Transcript requests not identified as Advanced Studies will be processed as Basic Studies.

SIGNATURE: _____
REQUIRED

Current address: _____

Day phone: _____