

**Alumni Transcript(s) Request:** Please note that official transcripts cannot be sent to a private address but must be mailed directly to a school or program. Unofficial copies may be mailed to you.

*Print this form, fill it out and send to CFHS at the address below.*

Graduate's Name: \_\_\_\_\_

Year of Graduation: \_\_\_\_\_ or Withdrawal Date: \_\_\_\_\_

Birth Date: \_\_\_\_\_

Please send **official transcript(s)** to the following school(s): *Use an additional sheet of paper for more schools.*

1. \_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

Please send **unofficial transcript(s)** to the following address(s):

1. \_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

*I attest that I am the above named person and I authorize Catalina Foothills High School to send my official records to the above address(es).*

\_\_\_\_\_  
Signature of Graduate Required

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Contact Phone Number

**Mail to: OR**

Registrar  
Catalina Foothills High School  
4300 E Sunrise Drive  
Tucson, AZ 85718

**FAX to: 520-209-8522 OR**

**EMAIL to: [GCusack@cfsd16.org](mailto:GCusack@cfsd16.org)**

**\*\*There is currently no fee for less than 4 transcripts. If you are requesting 4 or more transcripts please submit a check made out to CATALINA FOOTHILLS HIGH SCHOOL for \$3.00 per transcript with your request (i.e. 4 transcripts = \$12.00, 5 transcripts = \$15.00 and so on).**

***For Office Use Only:***

**Rec'd** \_\_\_\_\_

**Mailed** \_\_\_\_\_