

Transcript Request Form

To receive your official transcript, send a \$10.00 Postal Money Order for each request. Mail money orders payable to "Saint Louis School" with this form below. Please PRINT CLEARLY.

Diplomas are not re-issued. Adult Diplomas are not re-issued, since signatures of past principals/presidents who originally granted diplomas cannot be obtained. For educational and work purposes the "Official Transcript" suffices as long as it is signed by the school's current Registrar, has the school seal, is dated and placed in a sealed envelope.

For any questions please call, (808) 739-4729 or email the Registrar.

Full Name:

Last Name First Name Middle Name

Date of Birth: ____/____/____

Social Security # ____-____-____

Graduation Date: ____/____/____

Address:

Street City State Zip Code

Purpose for request:

- job employment
- education*
- self

* Official Transcript (signed, sealed with the school seal in an envelope) should be sent to:

Name of Educational Institution: _____

Contact Person: _____

Address: _____

City, State, Zip: _____

MAIL TO:

ATTN: Registrar
Saint Louis School
3142 Waialae Avenue
Honolulu, HI 96816-1579