



Edgewood High School
2219 Monroe Street
Madison, WI 53711

Student Services
608-257-1023 x127
student.services@edgewoodhs.org

ALUMNI TRANSCRIPT REQUEST

Request must be in writing - **Mail** or **Drop off** at Edgewood High School - Attn: Student Services

The Following Information is Required:

1. Full Name (Maiden)

2. Graduation Year OR Years Attended ****Please Be Exact!**

3. Telephone Number

Home: _____ Cell: _____

4. Date of Birth

5. Official Transcript or Unofficial transcript (Circle One)

- Official transcript must be mailed from school to school or from school to an employer and has school seal and Registrar's signature.
- Unofficial transcript does not have seal or signature and would not be considered official by a College or University.

6. Enclose \$5.00 per transcript. \$15.00 International Transcripts.

7. Full Name and Address of where to send transcript :

(Please note: Allow 5-7 days to process.)