

*Montgomery High School*  
*Counseling Office*

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1250 Hahman Drive - Santa Rosa, CA 95405  
Telephone (707) 528-5503 Fax (707) 528-5504

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
DOB

\_\_\_\_\_  
Graduation Year

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

\_\_\_\_\_ Official Transcript      or      \_\_\_\_\_ Unofficial Transcript

If you live out of town/state mailing information is required

Mail to \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Or fax ...

Fax to \_\_\_\_\_

Please print, fill out form, fax or mail request  
Official transcripts must be mailed  
Your request will be processed within 48 hours  
If you have any questions please feel free to call me at (707) 528-5503

