



LA PROGRESIVA PRESBYTERIAN SCHOOL

2480 NW 7 Street, Miami, FL 33125, 305.642.8600, Fax 305.642.2169

TRANSCRIPT REQUEST FORM

[] Submit by Email [] Print Form

Date: _____ [] Unofficial Transcript [] Official Transcript

Student Name: _____ Date of Birth _____

Home number: _____ Cell Number: _____

List the colleges or scholarship programs you are sending transcripts to:

- | | |
|----------|----------------------|
| 1. _____ | No. of Copies: _____ |
| 2. _____ | No. of Copies: _____ |
| 3. _____ | No. of Copies: _____ |
| 4. _____ | No. of Copies: _____ |

Please complete the form to order your transcripts.

Official Transcripts require up to 5 business days for processing.

Unofficial Transcripts will require up to 2 business days for processing.

Please only send one email or paper request. Multiple requests will not expedite the process.

It is the students' responsibility to pick up transcripts from the Registrar's Office.

Transcripts will be discarded after 15 days from date of request if not picked up.

Transcripts will not be released until \$5.00 fee per transcript has been received.