

St. Paul's Preparatory Academy Transcript Request Form

To request your transcript, send \$10.00 per transcript via check or money order made payable to *St. Paul's Preparatory Academy*. Upon receipt of your payment, your transcripts will be mailed to the address(es) indicated below. *Please allow 4 weeks for processing.*

For any questions, please email opdir@stpaulsacademy.com.

Full Name: _____
Last First Middle

Current Address: _____
Street

City State Zip Code

E-mail address: _____

Date of Birth: _____ / _____ / _____ Social Security Number: _____

Approximate dates of attendance at the Academy _____ / _____ / _____ to _____ / _____ / _____

Graduation Date from the Academy, if applicable: _____ / _____ / _____

Purpose for request: Employment Education Self

Transcript 1 Unofficial Official (Dated, signed and sealed)

Send to _____

Contact Person _____

Address _____

City and State Zip Code: _____

Transcript 2 Unofficial Official (Dated, signed and sealed)

Send to _____

Contact Person _____

Address _____

City and State Zip Code: _____

Transcript 3 Unofficial Official (Dated, signed and sealed)

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Contact Person _____

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City and State Zip Code: _____

Total number of transcripts requested: _____ @ \$ 10.00 per transcript = \$ _____

Official transcripts are sent to third parties only, such as other schools and employers.
Additional charge for mailing other than standard priority mail.

Mail transcript request with payment to: **St. Paul's Preparatory Academy**
Transcript Request
P. O. Box 32650
Phoenix, AZ 85064