



MILLENNIUM HIGH SCHOOL
75 Broad Street, 13th Floor, New York, NY 10004

*High School Students
Transcript Request Form*

INSTRUCTIONS FOR HIGH SCHOOL STUDENTS:

Email the completed form with all requested information and signatures to transcript@millenniumhs.org

Official transcripts are official documents released to academic institutions and other organizations.
Student transcripts are unofficial documents released to the student.

First Name: _____ Last Name: _____

Date of Birth (MM/DD/YYYY): _____ Year of Enrollment at Millennium: _____

Current Address: _____

Email: _____ Phone Number: _____

Name of last school attended: _____ Dates of attendance: From _____ to _____

***Transcripts Requested (quantity):** **Official/Unofficial Transcript** _____
(circle one) (# of transcripts)

Name of Organization/Office/Program/Academic Institution: _____

Name of Recipient: _____

Mailing Address of Recipient: _____

Email Address of Recipient: _____

Due Date: _____

Additional Information (Application number, CUNY W000 number, etc.): _____

Name of Organization/Office/Program/Academic Institution: _____

Name of Recipient: _____

Mailing Address of Recipient: _____

Email Address of Recipient: _____

Due Date: _____

Additional Information (Application number, CUNY W000 number, etc.): _____

Student Signature: _____ **Date:** _____

OFFICIAL USE: RECEIVED _____ PROCESSED _____ by _____