

HS TRANSCRIPT REQUEST

FOR STUDENTS WHO HAVE ALREADY GRADUATED

Please Note:

Current HS students must email or see their guidance counselors for their transcripts.

YEAR OF GRADUATION: _____

NAME: _____ MAIDEN NAME: _____

ADDRESS: _____

EMAIL: _____

BIRTHDATE: _____

I hereby give permission for Bloomfield High School to release an official transcript to:

College: _____ Address: _____

College: _____ Address: _____

Employer: _____ Address: _____

STUDENT ELECTRONIC SIGNATURE: _____

OFFICE USE ONLY

DATE RECEIVED: _____

RECORDS RELEASED BY: _____

Please do the following if you are a adobe acrobat user.

- Fill out this form
- Select **SHARE** button from adobe menu in the upper **right hand corner (if you don't see this please follow directions below)**.
- Select attach to email – Email to mtretola@bloomfield.k12.nj.us
- Select Send Copy

If you do not have adobe as an option, you will have to save this form to your computer and attach to an email or print it to fax or mail. [Please send via email to mtretola@bloomfield.k12.nj.us](mailto:mtretola@bloomfield.k12.nj.us) or fax 973-680-8684. You may also mail to Bloomfield High School, 160 Broad Street Bloomfield, NJ 07003 Attn: HS Registrar

All requests must include a copy of a photo id for proof of identity before your request will be handled. Please allow 48 hours for processing. Thank you.