

Lebanon High School Transcript Request

Please allow 3 school days (during regular school year) to complete your request.

**Please complete the form below and either
fax it to (541) 451-8550 or mail it to:**

**Lebanon High School
Attn: Registrar
1700 S 5th Street
Lebanon, OR 97355**

Date of Request: _____

Student Name: _____
(your name when you attended LHS and your current name if different)

Date of Birth: _____ Current Age: _____

Graduation Year/Class of: _____

Student Signature (if 18 or over): _____

Contact Phone # _____

Contact email address _____
(we will send you an confirming email once your transcript has been mailed)

1. Are you requesting... (circle your preference)

- a. Unofficial Transcript (just for your information)?
- b. Official Transcript (in a sealed envelope)? Colleges want Official Transcripts
- c. Immunizations (available for all students who graduated 1996-present)

Please note we do not save diplomas. The diploma you receive at graduation is the one and only copy made. We are able to only provide official copies of transcripts.

2. Circle one:

- a. I will pick up my Transcript at LHS Main Office
- b. I am requesting that you send my transcript to the following address:
Name & Address:
