

# Wapakoneta High School

One Redskin Trail  
Wapakoneta, OH 45895  
(419) 739-5201

## REQUEST FOR TRANSCRIPT

(Please allow 24 to 48 hours for transcripts to be processed.)

NAME \_\_\_\_\_  
First Middle Last Maiden (if applicable)

Year of Graduation or Withdrawal \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_

Daytime Phone Number \_\_\_\_\_

I am requesting Wapakoneta High School to release my high school transcript, which includes demographic information, social security number, date of birth, academic information, and test results, if any, to:

\_\_\_\_\_  
Name of College/University/Business/Other

\_\_\_\_\_  
Attention (Office or Person)

\_\_\_\_\_  
Street Address and/or Post Office Box

\_\_\_\_\_  
City State Zip

Signature \_\_\_\_\_ Date \_\_\_\_\_

### Instructions

After completing the requested information and signing the above form, please return it to the Wapakoneta High School Guidance Office in one of the following ways:

- Mail to the address shown above
- Fax to 419-739-5305
- Scan and e-mail to [westci@wapak.org](mailto:westci@wapak.org)