



## Request for Transcripts

Complete legal name (*while attending school*): \_\_\_\_\_

Name currently using (*if different from above*): \_\_\_\_\_

Last public school and grade attended in Citrus County: \_\_\_\_\_

Graduation or withdrawal date: \_\_\_\_\_

Birth date: \_\_\_\_\_ Social Security Number: (Only last 4 digits) \_\_\_\_\_

Phone number: (\_\_\_\_) \_\_\_\_\_ or Email address: \_\_\_\_\_  
(Where you can be contacted)

### **Records requested:**

(Please indicate quantity needed in space provided)

\_\_\_\_\_ High school transcripts, official

\_\_\_\_\_ High school transcripts, unofficial

All GED transcripts must be requested online at:  
[www.ged.com](http://www.ged.com)

(Note) \_\_\_\_\_

### **Send requested records to:**

(Name and address of where records are to be sent) (If to be faxed, please include phone number and name of contact in case of fax errors.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Your Signature** (*required*): \_\_\_\_\_ **Date:** \_\_\_\_\_

Enclose a \$5.00 (per copy) cash or money order made payable to the respective school:  
You may mail or bring your request to:

Citrus High 600 W. Highland Blvd. Inverness, FL 34452 Guidance Dept. 352-726-2241	Crystal River High 1205 NE 8 <sup>th</sup> Ave. Crystal River, FL 34428 Guidance Dept. 352-735-4641	Lecanto High 3810 W. Educational Path Lecanto, FL 34461 Guidance Dept. 352-746-2334	Withlacoochee Technical 1201 W. Main Street Inverness, FL 34450 Guidance Dept. 352-726-2430	CREST 2600 S. Panther Pride Dr. Lecanto, FL 34461 Guidance Department (352) 527-0303
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### Office Use Only:

Date Rec'd: \_\_\_\_\_ Amt Paid: \_\_\_\_\_ Receipt # \_\_\_\_\_ Date Mailed: \_\_\_\_\_

Payment Type: Money Order  Cash