



# LA REINA HIGH SCHOOL

## A Catholic College Preparatory School for Young Women

### TRANSCRIPT REQUEST

In accordance with the Family Educational Rights and Privacy Act of 1974 and with California State Law, I hereby authorize the release of

\_\_\_\_\_ TRANSCRIPT AND CUMULATIVE RECORDS (check here if withdrawing)  
This includes all standardized test results while attending La Reina, attendance record, immunization records and student ID pictures.

\_\_\_\_\_ TRANSCRIPT AND TEST SCORES ONLY (\*Seniors – see below)  
This includes all standardized test results, PSAT and /or SAT I and II, and/or ACT, and AP Exam(s). These scores do not replace OFFICIAL Score Reports.

\_\_\_\_\_ TRANSCRIPT ONLY (\*Seniors – see below)  
This includes all courses and grades while at La Reina.

STUDENT NAME \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ PRESENT GRADE/YEAR OF GRADUATION \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Parent/Legal Guardian/Adult Pupil (over 18 years) / Seniors with Parental Permission

TO: OFFICE OF ADMISSIONS -OR- ATTN: \_\_\_\_\_

NAME OF SCHOOL \_\_\_\_\_

NUMBER AND STREET \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

THE COST FOR TRANSCRIPTS IS \$5.00. PAYMENT MUST BE RECEIVED BEFORE  
TRANSCRIPTS ARE MAILED/FAXED.  
FOR GRADES 7-11, THE FIRST TWO TRANSCRIPT REQUESTS ARE SENT WITHOUT CHARGE.  
FOR SENIORS, THERE IS A ONE TIME FEE OF \$25 FOR ALL TRANSCRIPT REQUESTS.

*PLEASE ALLOW ONE WEEK TO PREPARE.*

#### \*WITHDRAWAL FROM LA REINA HIGH SCHOOL

\_\_\_\_\_ is withdrawing as of \_\_\_\_\_  
Name of Student Date

because \_\_\_\_\_  
Reason

\*Withdrawal During School Year or End of School Year