

Middleton High School Transcript Request Form

Please allow **3 to 5 business days** for processing from the time the request is received in our office. MHS MUST have the signature of the former student to release transcripts. Only if former student is under 18 may a parent sign. MHS does not keep copies of diplomas.

TRANSCRIPTS ARE \$3.00 PER COPY

If paying by cashiers check or money order make payable to : Middleton High School

Today's Date _____

Name: (include all names ever used)

Street Address:

City, State, Zip:

Phone: ()

Email:

Dates of Attendance (or year graduated):

Date of Birth:

Mail ____ (# of copies) to address:

Mail ____ (# of copies) to address:

Mail ____ (# of copies) to address:

Fax # (if transcript is to be faxed) Attn:

Signature:

Please send all transcript requests to:

Middleton High School

Attn: Transcripts

2100 Bristol St

Middleton, WI 53562