

Student Information

Student's Name	Last	First	Middle
Student's ID #	Parent's Email Address		
Current Address			
City	State	ZIP	Phone

If you are not a present student, please provide the following:

Year last enrolled in The Academy of Home Education _____

Transcript to be used for

Transferring to Another School Withdrawing

Transcript to be mailed to the following

Name		
Mailing Address		
City	State	ZIP
Phone	Fax Number	

<input type="checkbox"/> Check		
Please make payable to The Academy of Home Education at 1700 Wade Hampton Blvd., Greenville SC 29614.		
<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Discover
CC #		
Exp. Date	Cardholder's ZIP	
Cardholder's signature		

All requests for transcripts must be in writing.

- This form **must** accompany each transcript requested. Make copies of this form as needed.
- Upon request, AHE will provide at no charge **five** official transcripts and one unofficial transcript for your use.
- To request **additional** transcripts, include \$10 per transcript with each completed form.
- Transcripts can be released only if the student's fees are paid in full.
- There is a two-week processing period for transcript requests.
- If your situation necessitates that the transcript be prepared in less time than the normal two-week processing period, a \$25 rush processing fee per transcript must accompany each request, plus any monies needed for faster shipping.

Signature of Parent or Guardian _____ Date _____

