

# HARDING ACADEMY OF MEMPHIS

**Attn: Guidance Office**

1100 Cherry Road

Memphis, TN 38117

Phone: (901) 763-3280

Fax: (901) 312-2877

## Transcript Request

Please print form, sign, and return to the Guidance office.

### Please Print

Name \_\_\_\_\_  
Last First Middle Maiden

Year of Graduation \_\_\_\_\_ Phone # \_\_\_\_\_

Send Transcript To: 1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Date of Request \_\_\_\_\_

Signature of Parent \_\_\_\_\_

*\* Student record confidentiality rules require parental consent to release records unless the student is 18 years old.*

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*Office use only*

Date Transcript was mailed \_\_\_\_\_

Initials of Sender