FAU High School Request for Transcript or Records Form

Please submit this form to the ADUS front office or e-mail to FAU High School at fauhsinfo@adhus.fau.edu.

Date of Request MM/DD/YEAR Please allow 3-5 days for processing.

Student Name ___________________________ Date of Birth ___________________________

Last, First MM/DD/YEAR

Student’s current Grade ___________________________

I hereby authorize FAU High School to send transcripts to the educational institution(s) listed below.

<table>
<thead>
<tr>
<th>Please check requested document</th>
<th>Document’s Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Official Transcript</td>
<td></td>
</tr>
<tr>
<td>Unofficial Transcript (will be sent by email to the student email address on record in FOCUS)</td>
<td></td>
</tr>
<tr>
<td>Other/Please specify</td>
<td></td>
</tr>
</tbody>
</table>

Please circle the Florida Public Universities to which you would like transcripts sent:

<table>
<thead>
<tr>
<th>FAMU</th>
<th>FAU</th>
<th>FGC</th>
<th>FIU</th>
<th>FSU</th>
<th>NCF</th>
<th>UCF</th>
<th>UF</th>
<th>UNF</th>
<th>USF</th>
<th>UWF</th>
</tr>
</thead>
</table>

Transcripts to Florida Public Universities will be transmitted electronically.

For a paper transcript, fill out the section below. Official transcripts (in a sealed envelope) must be picked up at the ADUS front office.

Number of transcripts needed for pick-up: ___________

Name and application deadline of School, College, University or other educational institution:

________________________________________________________

________________________________________________________

________________________________________________________

IMPORTANT: By signing below, I, ____________________________, confirm that I have reviewed my course history in FOCUS, and all transcript information is correct and current.

Student Name ___________________________ Student Signature ___________________________

Parent Name ___________________________ Parent Signature ___________________________

An Equal Opportunity/Equal Access Institution