

**POINT PLEASANT BOROUGH HIGH SCHOOL
GUIDANCE DEPARTMENT
LAURA HERBERT DRIVE
POINT PLEASANT, NEW JERSEY 08742
732-701-1900 EXT.2209/08 FAX 732-701-2513**

SECONDARY SCHOOL RECORD-TRANSCRIPT REQUEST

DATE _____

STUDENT NAME _____

MAIDEN NAME _____

ADDRESS _____

TELEPHONE _____

DATES OF ATTENDENCE _____ **TO** _____

PLEASE SEND TRANSCRIPT TO: (Full name and address of school)

SIGNATURE _____

***REQUEST CAN BE MAILED, FAXED OR DELIVERED TO THE
GUIDANCE OFFICE***

***OR EMAIL YOUR NAME, DATE OF GRADUATION AND THE
ADDRESS WHERE THE TRANSCRIPT SHOULD BE MAILED TO
KOGORMAN@POINTPLEASANT.K12.NJ.US***