



OFFICE OF ADMISSIONS

Request for Official High School Transcript

Please print this form off on your printer

Instructions: Please use this form to request your High School Transcript to be sent from your high school to the Office of Admissions at Indiana University of Pennsylvania (Please return this form along with the official transcript).

Student Information (to be completed by student):

Student Name _____

Student Signature _____ Date _____

Student Date of Birth _____ HS Graduation Date _____

High School Information (to be completed by high school official):

High School Name _____ CEEB Code ____ _

Counselor Name _____ Title _____

Phone Number (_____) _____ Fax Number (_____) _____

E-mail Address (if available) _____

Counselor Comments _____

Please note: a fax copy of the transcript is acceptable with a follow-up hard copy transcript (fax can be sent to the IUP Office of Admissions at 724-357-6281).

If available, please provide a copy of your high school profile, including GPA calculation and course offerings, etc.

Should you have any questions regarding this request or the admission process, please feel free to call the Office of Admissions toll free at 1-800-442-6830 or direct at 724-357-7545.

Thank you.

Please return this form along with the official transcript to:

Indiana University of Pennsylvania
Office of Admissions
117 Sutton Hall
1011 South Drive
Indiana, PA 15705