

Roseville Adult School Record(s) Request

Incomplete information could delay processing of this request.

I am requesting a copy of my:

- GED Records** **If you passed the GED AFTER 7/1/90, go to ged.com to obtain records/transcripts**
- Roseville Adult School Transcript**
- Confirmation of Attendance Hours** (ie – Computer, ESL, Citizenship Class)

PLEASE PRINT CLEARLY

Name: _____

Full Name During Enrollment: _____

Address: _____

City/State/Zip: _____

Phone Number: (Home) (_____) _____ (Cell) (_____) _____

Date of Birth: ____/____/____

GED REQUESTS ONLY

STOP - If you passed the GED AFTER 7/1/90, go to ged.com to obtain records/transcripts

Students passing the GED before 7/1/90 will be given 1 free GED transcript. Additional copies are \$5.00 each – payable in Cash, Money Order or Credit Card ONLY

Full Name @ Time of Testing: _____

Name of GED Testing Center: _____

Approximate Testing Date: _____

ROSEVILLE ADULT SCHOOL TRANSCRIPT REQUESTS ONLY

Students are given 2 free transcripts – additional copies are \$3.00 each – payable in Money Order ONLY

I would like ____ copies of my transcript:

- Mailed to the above address.
- Mailed to: Business/School Name: _____
Address: _____
City/State/Zip: _____
Attention: _____
- I would like to pick-up my transcript(s). Call me at (_____) _____ for pick-up.

CONFIRMATION OF ATTENDANCE HOURS ONLY

Attendance hours verifiable after 7/1/98

Area(s) of Study: ____ Computer Class(s) ____ ESL
____ Citizenship ____ Parent Ed. Approx. Date of Attendance: _____

All requests will be mailed to the student address.

Signature: _____ Date: _____

Send to: Roseville Adult School, 200 Branstetter Street, Roseville CA 95678 with a copy of a valid Driver's License or State issued ID. Requests cannot be processed without a copy of a valid identification and payment. Allow at least 10 working days for processing.