

**ALUMNI Transcript Request**  
**(CURRENT STUDENTS ORDER AT COUNSELING OFFICE\*\*)**

**Hillsdale High School**  
**3115 Del Monte St**  
**San Mateo, CA 94403**  
**650.558.2699**

Print Name : \_\_\_\_\_  
Last Name (Name on school records) First Name

Current Address: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_

Date of Birth \_\_\_\_\_ Graduation Date : \_\_\_\_\_

Official Qty \_\_\_\_\_ \$5.00 each. Checks or cash only. Please make checks payable to Hillsdale High School.

Send Transcript to: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please sign and mail or drop off the completed form with total \$ to the above address. Please allow a 24 hour turnaround time for processing, from the date request is received.

**\*PAST GRADS: All transcripts are official. Please do not request an unofficial. Diplomas are certificates that you received at graduation and are non-replaceable. We do not have copies or order diplomas.**

**\*\*Current students please do not use this form. Pick up the BLUE transcript request card and order your transcript (s) from the Counseling Office. There is no charge for current students for up to 10, \$5 each thereafter. See your Counselor if you need an unofficial transcript.**