

TRANSCRIPT REQUEST
 CICERO-NORTH SYRACUSE HIGH SCHOOL
 6002 Route 31, Cicero NY 13039
 315.218.4003 Registrar

**Please allow a minimum of
 48 hours for processing.**

<i>If you attended Cicero High School or Cicero-North Syracuse High School, submit your request to:</i>	<i>If you attended North Syracuse High School, submit your request to:</i>	<i>To request 504, IEP or other Special Education Records, submit your request to:</i>
Complete this form, photograph it and email to clambert1@nscsd.org Fax: 315.218.4185	Complete this form, photograph it and email to mmurakami@nscsd.org or cstock@nscsd.org Fax: 315.218.3685	Complete this form, photograph it and email to akocik@nscsd.org Fax: 315.218.2189

*Over 18? Only **YOU** may request your school record.
 Under 18 and a non-graduate? Your parent may request your record.*

-Please PRINT Student/Graduate Information-

Last Name: _____ First Name: _____ MI: _____ Date of Birth: _____

Name When You Attended: _____ Year Graduated/Last Attended: _____

Contact Phone: _____ Contact Email: _____

Signature: _____ Date Signed: _____

Please check below all the services you are requesting:

- Send a copy of my unofficial transcript to the email address above.
- Send a copy of my official transcript to the addresses listed below.

School/College/Contact Person: _____

Address: _____

School/College/Contact Person: _____

Address: _____

School/College/Contact Person: _____

Address: _____

School/College/Contact Person: _____

Address: _____

IMPORTANT NOTICE ~ SAT/ACT SCORES

SAT and ACT scores are no longer included on transcripts for those who graduated after 1998.
 You must contact The College Board and request the scores from them.