

<b>SLIDELL HIGH SCHOOL REQUEST FOR TRANSCRIPT</b>
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**ATTENTION S.H.S. GRADUATES:**

Every graduate is entitled to have one copy of his/her transcript made and mailed to his/her home address without charge. All additional copies cost \$2.00. Students have the option of picking up the transcript from the Main Office, instead of having them mailed.

As you graduate, make sure that your transcript request is taken care of as this will prevent delays in meeting registration requirements as you enter college. Remember, colleges require a complete transcript.

<b><i>PLEASE PRINT</i></b>
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Student's full name: \_\_\_\_\_  
  Last  First  Middle

Date of Graduation: \_\_\_\_\_ Date of Request: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip \_\_\_\_\_

Contact phone number: \_\_\_\_\_

College or University you will be attending:  
\_\_\_\_\_

If you will be attending a University/College in Louisiana, you do not need to request a copy of your transcript, all Louisiana Universities and Colleges can obtain your transcript electronically.

Hand this form in to the Main Office at Slidell High School. A \$2.00 Transcript Fee must accompany 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, etc. requests.

***Final transcripts will not be available until the first week of June.***



## SPECIAL RELEASE OF STUDENT INFORMATION CONSENT FORM

The collection and maintenance of a student's personally identifiable information requires special care to ensure the privacy rights of students and compliance with legal requirements governing these records, including the Family Educational Rights and Privacy Act (FERPA) and LRS 17:3914. The St. Tammany Parish School Board will maintain student records and personally identifiable information as confidential and will use reasonable commercially available steps to maintain as such. St. Tammany Parish School Board will follow all local, state and federal data security laws and policies and only share the data that is required for the purpose stated.

Your student has elected to participate in College Admissions. One of the requirements for this class/activity is that student information will be used and/or released as part of their participation. Since this is a requirement for this class/activity, if you elect not to have your child's information used or released, then your child's schedule will be changed to remove this class/activity. The following information about your student will be used and/or released: **First name, Middle Initial, Last Name, Last 4 digits of SS#, DOB, Grade, Gender, Race, Ethnicity, Migrant Status, Economic Status (Free/Reduced Lunch), Student Assessment Results, Grade Point Average, Class Percentage, Transcript, Schedule of Classes, Letter of Recommendation, Discipline Record, Graduation Status, and any other requested (by institution/organization/program) or pertinent information regarding the students request. The information will be shared with the following entities:**

- NAME OF COLLEGE: \_\_\_\_\_  
ADMISSIONS ADDRESS, CITY, STATE, ZIP: \_\_\_\_\_
- NAME OF COLLEGE: \_\_\_\_\_  
ADMISSIONS ADDRESS, CITY, STATE, ZIP: \_\_\_\_\_
- NAME OF COLLEGE: \_\_\_\_\_  
ADMISSIONS ADDRESS, CITY, STATE, ZIP: \_\_\_\_\_
- NAME OF COLLEGE: \_\_\_\_\_  
ADMISSIONS ADDRESS, CITY, STATE, ZIP: \_\_\_\_\_

I, **HEREBY CONSENT** to the release and use by St. Tammany Parish School Board of my child's personally identifiable information to any person or entity providing services to St. Tammany Parish School Board for this class/activity and who requires my child's personally identifiable information in order to perform those services.

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
Child's Full Name

\_\_\_\_\_  
Printed Name of Parent/Legal Guardian

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**\*STPPS adheres to the equal opportunity provisions of federal and civil rights laws and does not discriminate on the basis of race, color, national origin, religion, age, sex, sexual orientation, marital status, or disability.**