MIDLOTHIAN ISD
OFFICIAL REQUEST FOR STUDENT TRANSCRIPT
(Former Students)

Fee - $3.00 per copy

Within one week of the receipt of this request, a transcript will be mailed out or picked up at one of the following locations.

**MIDLOTHIAN HIGH SCHOOL**
Atttn: PEIMS/Registrar
923 SOUTH NINTH STREET
MIDLOTHIAN, TX 76065
(972) 775-8237

**OR**

**MIDLOTHIAN ADMINISTRATION BLDG.**
Atttn: Records
100 WALTER STEPHENSON RD.
MIDLOTHIAN, TX 76065
(972) 775-8296

USE THE ABOVE ADDRESS TO MAIL YOUR REQUEST

Today’s Date ______________________ MAIL OUT TO THE BELOW ADDRESS ___________ PICK UP ___________

Did you graduate? __________ if YES, what year ___________ if No, last year attended ___________ No. of Copies ______

LAST NAME MAIDEN NAME FIRST MIDDLE

Name of Where Transcript is Being Sent (College, University, Employment, etc.)

Mailing Address City State Zip

Daytime Number Date of Birth Social Security Number

Signature Email Address

Office Use Only

Date _______________ Paid $ __________ Mailed Out _______________ By __________________

Revised: 02/25/2014