



Hiram Johnson High School
6879 14th Avenue, Sacramento CA 95820
HiramJohnson.net (916)395-5070

School records may not be released to a parent/guardian of students 18 years or older without the student's written consent as mandated by the Family Education Rights and Privacy Act (FERPA).

Request for Transcripts

Name of Individual Making Request: _____

Phone: _____ Fax: _____

Email: _____

Requesting:

Official Transcript

Unofficial Transcript

HS Diploma - Email Bernadca@scusd.edu or call (916) 395-5070 ext505032 to place a request.

_____ of _____ Copy(s): _____

Other _____

To confirm identity, please attach one of the following

Signed release from the former student (if requesting by 3rd party) with one form of ID below

Picture ID

Driver's License

Student Information

Name (while enrolled): _____

Date of Birth: _____

Current Name (if different): _____

Reason for Name Change: _____

Month/Year of Graduation: _____ / _____ Last year of attendance if not a graduate: _____

Signature of Person Making the Request

Date of Request

Method of Receipt:

Pick Up

Mail

*Fax

*Email (*Official Transcripts cannot be faxed or emailed.)

Please Mail to

Name: _____

Street Address: _____

City, State, Zip code: _____

If not making a request in person, forward this completed form to Bernadette Carmona via email at Bernadca@scusd.edu or fax to (916) 277-6307.

Updated 8/2023