



# STERLING PUBLIC SCHOOLS

Where kids achieve!

Sterling High School ■ 1608 Fourth Avenue ■ Sterling, IL 61081

815-625-6800 ■ [www.sterlingpublicschools.org/shs](http://www.sterlingpublicschools.org/shs)

## TRANSCRIPT REQUEST

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

Name: \_\_\_\_\_

Name while attending SHS if different: \_\_\_\_\_

Year graduated or last attended: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Please check if you want test scores on transcript. \_\_\_\_ (only for years 2012 to present)

All transcripts issued to students are considered *unofficial*. Please provide the mailing address of any college or other agency that requires an official transcript and it will be mailed directly.

College/Agency name \_\_\_\_\_

Address \_\_\_\_\_

City, State and Zip \_\_\_\_\_

I authorize Sterling High School to release the transcript of my grades:

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

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

City, State and Zip: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Request can be mailed, emailed or faxed to:

Joyce Howze, Registrar  
Sterling High School  
1608 - 4th Ave  
Sterling, IL 61081  
[jhowze@sps5.org](mailto:jhowze@sps5.org)  
(815) 622-4157 fax