

ICHS Transcript Request

The Irwin County High School Counseling Center can provide an ICHS graduate with an official transcript for verification of graduation or for entry into a postsecondary school. The transcript contains all grades earned and test scores.

Fee of \$3.00 per transcript applies. ***No personal checks***.

To request a transcript please provide the following information:

Legal Name used in School _____

Year graduated/Year last attended _____

Date of Birth _____

Social Security # _____

Transcript to be released to (please check)

_____ Individual (You ONLY) _____ School/Business

Address to mail the official transcript or name of postsecondary school

Signature _____

Personal Contact Number _____

Please print this form and mail with the \$3.00 fee to:

Irwin County High School
Attn: Counseling Center
149 Chieftain Circle
Ocilla, GA 31774

SCHOOL USE ONLY

Date transcript mailed/picked up _____

Paid \$ _____ cash () or check () # _____

Signature of staff member preparing record _____