



North Pointe Preparatory  
10215 N. 43rd Ave.  
Phoenix, AZ 85051

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## Transcript/Records Request

**Student Name:** \_\_\_\_\_  
(Please Print Clearly)

Are you a current North Pointe Prep student?     Yes     No

What information are you requesting?

\_\_\_ Official Transcript

\_\_\_ Unofficial Transcript

\_\_\_ Other Records: \_\_\_\_\_  
\_\_\_\_\_

Will you be picking up your requested information?     Yes     No

If you checked **NO**, please provide the name and address of where you would like the information sent:

(A separate request is needed for each school.)

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

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

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

(Optional) Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

**Student Signature:** \_\_\_\_\_    **Date:** \_\_\_\_\_

Current students, please note that there is a 24 hour wait time to pick up transcripts/records. Please stop in to see the Guidance Counselor after the allotted time if you are picking up your records.