

FAIRFAX HIGH SCHOOL  
3501 Rebel Run  
Fairfax, VA 22030

TRANSCRIPT REQUEST  
POST-GRADUATE

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

GRADUATION YEAR: \_\_\_\_\_

Fairfax High School holds records for 5 years from date of graduation.

FCPS Records Management holds records past 5 years, call 703-329-7666.

DATE OF BIRTH \_\_\_\_\_

Please send an Official Transcript and SAT scores to the following school(s).  
A fee of \$5.00 per transcript must be collected in order to process request.  
Transcript(s) will be sent out within 2 working days of receipt of the written  
request. **Make checks payable to Fairfax High School.**

College/University/Technical School to receive transcript(s):

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
\_\_\_\_\_

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
\_\_\_\_\_

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
\_\_\_\_\_

PAID (\$5.00/EA) CK# \_\_\_\_\_ CASH \_\_\_\_\_ COLLECTED BY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Transcript requests:

If you have graduated in the past 5 years - please complete, sign and return  
this form, including a fee of \$5.00 per transcript.

Mail to: Fairfax High School  
ATTN: Transcripts  
3501 Rebel Run  
Fairfax, VA 22030