



North Pointe Preparatory
10215 N. 43rd Ave.
Phoenix, AZ 85051
623.209.0017

Transcript/Records Request

Are you a current North Pointe Prep student? Yes No

What information are you requesting?

Official Transcript Unofficial Transcript Other Records (Specify): _____

Complete and sign this form and return to one of the following:

- Drop off in the 4A Center or Front Office
- Fax: 623.209.0021
- E-mail: records@pointeschools.org

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:

Student Name:		Former Name(s):		
Date of Birth:	Phone Number: ()	Email Address:		
Street Address:		City:	State:	Zip:
Mail Transcript(s) to:				
Copy 1		Copy 2		
_____		_____		
_____		_____		
_____		_____		

Student Signature: _____ **Date:** _____

Please note that there is a 24 hour wait time to pick up transcripts/records. Please stop into the 4A Center or Front Office after the allotted time if you are picking up your records.

Office Use Only:	
Staff Initials:	Processed Date: