

## Request for Official Transcript

If you are a graduate of Menomonee Falls High School and you would like to request an official copy of your high school transcript, please follow these steps:

- Complete the form below
- Include check payable to MFHS for \$5.00
- Mail form and check or money order (no cash, please) to:

***Student Services – Transcript Request  
Menomonee Falls High School  
W142 N8101 Merrimac Dr.  
Menomonee Falls, WI 53051***

If you are currently a student at Menomonee Falls High School and you would like to request your high school transcript, please use your Family Connections account. Directions are available on the Student Services website.

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### Permission to Release Transcript to Third Party

The following party may have a copy of my official transcript:

Name of requesting party \_\_\_\_\_

Address of requesting party \_\_\_\_\_  
\_\_\_\_\_

Your Name (as it appears on transcript (i.e. maiden name, complete spelling, etc.)  
\_\_\_\_\_

Year of Graduation \_\_\_\_\_

Parent's Signature(if under 18) \_\_\_\_\_ Date \_\_\_\_\_

Student's Signature (if over 18) \_\_\_\_\_ Date \_\_\_\_\_