

# Simon Kenton High School

School Records can only be released upon the request of: parents/guardians, while their child is in high school or until they reach 18 years of age, current students, and previous students of Simon Kenton. **(No verbal request will be accepted.) (REVISED 9-5-12)**

The following student information is needed in order to release transcripts:

OR

<u>MAIDEN NAME</u>	<u>Last Name</u>	<u>First Name</u>	<u>Middle Name</u>
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OR

<u>Year of Graduation</u>	<u>Date of Withdrawal</u>	<u>Date of Birth</u>	<u>                    </u>
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Number of Copies Requesting	Home Phone Number	Work Phone Number	Other Number
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Name of Individual Requesting the Transcript

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

or

\_\_\_\_\_  
Student/Alumni Signature

\_\_\_\_\_  
Date

Name/Organization and Address Where the Transcript(s) Should Be Sent:

DATE MAILED: \_\_\_\_\_

DATE PICKED UP: \_\_\_\_\_

**Transcript Cost: \$ 5.00 each**

Please Check and Enclose the Appropriate Form of Payment. Checks or Money Orders Should Be Made Payable to: Simon Kenton High School.

☐ Check

☐ Visa/MasterCard

All info. must be completed if  
paying with credit.

Account Number

☐ Money Order

Cash

Date of Expiration

Security Code

**Return Requests to:** Simon Kenton High School  
11132 Madison Pike  
Independence, KY 41051  
Attention: Jeanne Cooper

Or

Home Street Address

City, State &amp; Zip

**IF PAYING BY: Visa/MasterCard**  
Fax to: (859) 363-4198