



The School Board of Broward County

Transcript Request

7720 W Oakland Park Blvd, 3rd Floor
Sunrise, FL 33351

Pick Up by Another Party Authorization

Instructions: Incomplete or incorrect forms will not be accepted.

This form must be completed, signed, and notarized and;
Copy of your photo ID must be presented by the person authorized to pick up the transcript.
Do not use this form for GED request.

Transcript fees: \$2.00 for official (College, Employment, SS, etc.) OR \$7.00 for certified (Immigration, Subpoenas, etc.)

*Student Name, *DOB, Married/Other Name, SSN, *Home Phone, Work, Cell, E-Mail Address, *Number of Copies, *Name of last public BROWARD County school(K-12), *Last year in school, Did you graduate? Y OR N, If no, last grade attended, Official (College, Employment, SS, etc.), Certified (Immigration, Subpoenas, etc.)

I certify, under penalty of perjury, pursuant to Florida Statute Section 92.525, that I am the former student requesting my records

*Signature

*Date

*NOTARY REQUIRED:

STATE OF
COUNTY OF

Sworn to (or affirmed)
and subscribed before me this ___ day of ___, 20__

by
(Name of person making statement)

Print, Type, or Stamp name of Notary

I hereby authorize the release of records or information to:

*Name of person authorized to pick up records

(Must present id)

*Relationship to student

*Signature of 3rd party Date

(to be signed in front of office personnel)

*REQUIRED