## The procedure for a transcript request:

Either come physically into the school building (room 151, and bring a picture id) or send the written request to:

Bradford High School

Attn: Registrar

3700 Washington Rd

Kenosha, WI 53144 phone: 262-359-7400

## Include:

- \$5.00 check or money order (made out to Bradford High School)
- Your Name (including maiden name/name change)
- Date of Birth
- Address you want the transcript sent to (can be mailed either to you or to a college/university)

(I am unable to give the transcript to a third party w/o your written permission)

Name	Date of Birth	
Year you Graduated	Maiden or name change	
Or year you stopped attending	Phone #	
\$5.00 for Please Send Transcript to:	ee - per transcript	