



806 N Washington Street  
Bismarck, ND 58501  
701.323.4000  
701.323.4001 (Fax)  
www.bismarckschools.org

**AUTHORIZATION FOR RELEASE OF STUDENT TRANSCRIPT INFORMATION**

**STUDENT'S NAME** \_\_\_\_\_ **BIRTHDATE** \_\_\_\_\_

**SCHOOL** \_\_\_\_\_

**GRADUATED** \_\_\_\_ Yes \_\_\_\_ No      **YEAR GRADUATED OR LAST YEAR ATTENDED** \_\_\_\_\_

I hereby authorize the Bismarck Public School District to release my school records. (If under 18, Parent's signature required.)

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

Advance payment of \$2.00 per transcript is required. (Cash or Money Orders are also acceptable.)  
Transcripts will not be released if there is an unpaid balance on your school meal account.

**Please make checks payable to Bismarck Public Schools.**

Check what type of transcript you need. An official transcript is embossed and mailed in a sealed envelope to the address provided below. An unofficial copy is mailed to your address.

Official Transcript \_\_\_\_\_ Unofficial Copy \_\_\_\_\_

**CURRENT ADDRESS** \_\_\_\_\_  
(Unofficial Copy)

\_\_\_\_\_  
\_\_\_\_\_

**MAIL TRANSCRIPT TO** \_\_\_\_\_  
(Official Transcript)

\_\_\_\_\_  
\_\_\_\_\_

Mail form and payment to the last school attended.

Bismarck High School	800 N 8 <sup>th</sup> St	Bismarck, ND 58501	701.323.4802
Century High School	1000 E Century Ave	Bismarck, ND 58503	701.323.4902
Legacy High School	3400 Calgary Ave	Bismarck, ND 58503	701.323.4862