

**“Your name here” ACADEMY
OFFICIAL HIGH SCHOOL TRANSCRIPT**

STUDENT INFORMATION	SCHOOL INFORMATION
FULL NAME:	NAME:
ADDRESS:	ADDRESS:
PHONE NUMBER:	PHONE NUMBER:
EMAIL ADDRESS:	EMAIL ADDRESS:
DATE OF BIRTH:	
PARENT/GUARDIAN:	

ACADEMIC RECORD

SCHOOL YEAR: GRADE LEVEL:	SCHOOL YEAR: GRADE LEVEL:
<i>Credit</i>	<i>Credit</i>
<i>Final Grade</i>	<i>Final Grade</i>
<i>Course Title</i>	<i>Course Title</i>
Total Credits: GPA: Cumulative GPA:	Total Credits: GPA: Cumulative GPA:

SCHOOL YEAR: GRADE LEVEL:	SCHOOL YEAR: GRADE LEVEL:
<i>Credit</i>	<i>Credit</i>
<i>Final Grade</i>	<i>Final Grade</i>
<i>Course Title</i>	<i>Course Title</i>
Total Credits: GPA: Cumulative GPA:	Total Credits: GPA: Cumulative GPA:

ACADEMIC SUMMARY	GRADING SCALE	NOTES
Cumulative GPA:	90 – 100 = A	
Credits Earned:	80 – 89 = B	
Diploma Earned:	70 – 79 = C	
Graduation Date:	60 – 69 = D	
	59 – below = F	

I do hereby self-certify and affirm that this is the official transcript and record of _____ in the academic studies of 20010 – 20011.

Signature:

Title:

Date: