



# Public Schools of Petoskey

Every Opportunity.

## Request for Transcript

Please fill out and return this request to Michelle Sysko, 1130 Howard Street, Petoskey, MI 49770, email to sysko.mj.y@petoskeyschools.org, or fax to (231) 348-2342. Any questions please call Michelle at (231) 348-2353.

I am requesting my High School Transcript from the Public Schools of Petoskey.

Full Name/**Maiden Name** (if applies) \_\_\_\_\_

Please Print Legibly

Date of Birth \_\_\_\_\_

**Year** you graduated from the Public Schools of Petoskey \_\_\_\_\_

**PLEASE NOTE:** Public Schools of Petoskey only hold transcripts (not diplomas) of Petoskey High School graduates that earn all required credits for graduation.

Please mail or fax my transcript to:

\* Please note if you require an official copy.

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For **GED** transcript requests please contact Ms. Amy Heckman, Department Analyst Michigan Department of Labor & Economic Growth, GED Testing, 201 N. Washington, Victor Bldg., 3<sup>rd</sup> Floor, Lansing, MI 48913. Phone (517) 373-1692 and FAX (517) 335-3461.

May I contact you by phone? (\_\_\_\_)\_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Received request: _____
Completed request: _____
Initial: _____