‘Iolani School

Registrar’s Office
563 Kamoku Street
Honolulu, HI 96826

Transcript Request Form

To request your transcript, send $10.00 per transcript via check or money order made payable to ***‘Iolani School***.
Upon receipt of your payment, your transcripts will be mailed to the address indicated below. ***Please allow 2 weeks for processing.***

Note: Diplomas are not reissued. Diplomas are not reissued, since signatures of past principals/presidents who originally granted diplomas cannot be obtained. For educational and work purposes, an official transcript is signed by the school’s current Registrar, stamped with the school seal, dated and mailed in a **sealed** envelope. For personal use, an unofficial copy (stamped "unofficial") will be mailed.

For any questions, please call (808) 943-2323, or email *registrar@iolani.org.*

Full Name: _____
Last First Middle

Current Address: _____

_____ Zip Code _____

Date of Birth: / / Email address: _____

Graduation Date: / / **Signature of student authorizing release of transcript:** _____

Purpose for request: ☐ Employment ☐ Education ☐ Self

Transcript 1 ☐ Unofficial ☐ Official (Dated, signed and sealed)

Send to _____

Contact Person _____

Address _____

City and State _____ Zip Code: _____

Transcript 2 ☐ Unofficial ☐ Official (Dated, signed and sealed)

Send to _____

Contact Person _____

Address _____

City and State _____ Zip Code: _____

Transcript 3 ☐ Unofficial ☐ Official (Dated, signed and sealed)

Send to _____

Contact Person _____

Address _____

City and State _____ Zip Code: _____

Total number of transcripts requested: _____ **@ $ 10.00 per transcript = $** _____

Mail transcript request with payment to:

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