



## DIPLOMA REQUEST FORM

*NOTICE: Please allow 5-8 weeks for your diploma to be delivered. Per our policy, student must complete 100% of the course in order to attain grades and/or credits from Forest Trail Academy. If you have an outstanding balance, you will not be able to attain any records from Forest Trail Academy.*  
*NOTE: This request is for physical copy only, to request a digital copy visit [www.parchment.com](http://www.parchment.com)*

STUDENT NAME				DATE OF BIRTH							
				M	M	D	D	Y	Y	Y	Y
Former Name (If Changed)			Mobile #		Email Address						
Home Address											
		City	State	Zip Code	Country						
Are you seeking NCAA Initial Eligibility Requirements? (Student athletes only)				<input type="radio"/> Yes		<input type="radio"/> No					

ONE DIPLOMA (\$150)			
Fees	<input type="checkbox"/>	\$85.00 Per Overnight Copy (U.S ONLY)	<input type="checkbox"/> Notary Fees May Vary* /
	<input type="checkbox"/>	\$ Expedited International Fees May Vary*	<input type="checkbox"/> \$ Apostille Fees May Vary* /
Send To	Street Address		
City	State	Zip Code	Country

PAYMENT INFORMATION MUST BE COMPLETED FOR ADDITIONAL COPY REQUEST(S)												
CARD NAME	CARD #					EXPIRATION DATE	M	M	2	0	Y	Y
CARD TYPE	<input type="radio"/> VISA	<input type="radio"/> AMEX	<input type="radio"/> DISCOVER	<input type="radio"/> MASTERCARD	CVV (SECURITY CODE)							
ADDRESS												
I authorize Forest Trail Academy to charge for each official copy requested above.												
CARDHOLDER'S NAME												
CARDHOLDER'S SIGNATURE		DATE	M	M	D	D	2	0	Y	Y		

I authorize Forest Trail Academy to release my transcript (if under 18, parent guardian must sign)											
PRINT NAME											
SIGNATURE		DATE	M	M	D	D	2	0	Y	Y	