

FINAL TRANSCRIPT REQUESTS

Make your request no later than JUNE 9, 2020

All students who plan to attend a college or university in the fall will be required to request that an official SMHS transcript be sent. All transcript requests must be made by June 9, 2020. You may also request a copy for yourself.

If you are planning to attend Palomar College or Mira Costa College, please send them a transcript as well.

Most universities have a strict July 1 deadline for receipt of this transcript. If it is not received by the university's deadline, they are likely to rescind the offer of admission for that student.

How to request an official transcript:



- Go to www.parchment.com
- On the "I Would Like To..." tab, click on "order my transcript or credentials"
- Under "Order From" type in: San Marcos High School
- Create an account using your **PERSONAL email** (your SMUSD email will not be in service after your graduation)

***IMPORTANT:**

- Be sure to indicate that you want the registrar to "**hold for grades**" (This tells our registrar to wait until your senior year ends and you have second semester grades. If you don't click "hold for grades," colleges will receive an incomplete transcript).