



Closed Public School Academies School Records/Transcript Request

The Public School Academies Unit has access to student records for closed charter schools listed below ONLY.

To request records from other entities, please see the directions at www.michigan.gov/charters.

Full Legal Name:

First and Last Name during school, if different than above:

Please indicate last school attended (choose one from list [here](#))

Last Year Attended: Birth Date: Did you graduate: Yes No
If no, enter last grade completed:

If your transcript is located, please indicate where you would like it sent.
Include the recipient's contact and the preferred method of transmission.

Name of Recipient: Phone Number of Recipient:

Send by Email: Send by fax:

Send by mail:

Signature of Student: Date:

Please **print and sign** the completed form.
Email the completed, signed form to the Public School Academies Unit at:
MDEPSAGrant@michigan.gov.