



**DEPARTMENT OF DEFENSE  
EDUCATION ACTIVITY EUROPE  
STUTTART HIGH SCHOOL  
UNIT 30401  
APO AE 09154**



## Transcript/Credential Release

Student Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

The undersigned authorizes Stuttgart High School to release transcript records of the student listed above. **No records will be provided/released without appropriate written authorization and signature of the student or parent/guardian (if student is under 18) in accordance with the Privacy Act.** Send the Official Transcript via:

Official Mail to the following Address(es):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Online Transcript Service

When requesting release to online transcript vendors, I understand:

- Department of Defense Education Activity (DoDEA) is the “record holder” and will respond to the sponsor or student request to upload the student’s high school transcript.
- All cost associated with using an online transcript service is the responsibility of the sponsor and/or student.
- Use of online transcript vendors is optional. DoDEA does not mandate use of online transcript vendors.

Please note: Record of written parent/sponsor or student (18 years or older) consent is required to upload a student’s transcript and/or credentials into an online transcript service. Examples of online transcript vendors include, but are not limited to: Parchment Send, SENDedu, CommonApp, NCAA

I understand that this authorization shall remain operative until the form is updated or additional notice is given to the school in writing.

Sponsor/Parent Name: \_\_\_\_\_

Sponsor/Parent Signature: \_\_\_\_\_

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

OR

Student Signature (18 or older): \_\_\_\_\_

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