

Barstow Adult School

Transcript Requests

Please provide the following information for transcript requests:

- 1) Birth Date.
- 2) Year of Graduation.
- 3) Your Name, as it read at time of graduation/enrollment.
- 4) A legible copy of a picture ID with your signature.
- 5) State if you require an unofficial, sealed official transcript, or both.
- 6) If you need the copy mailed, please provide us with your complete mailing address.

- 1) Fax request to (760) 255-6130, or
- 2) E-mail request to mariaeulalia_nunez@busdk12.com, or
- 3) Send via US Mail to:
BARSTOW ADULT SCHOOL
Barstow Unified School District
551 South "H" Avenue
Barstow, CA 92311

We will be unable to process your request without all the above information included. If you need further assistance, you may contact us by phone during our office hours at (760) 255-6131, Monday thru Wednesday from 4pm to 9pm.

Please allow 5-7 working days for your request to be processed.