



INDIAN SPRINGS SCHOOL

Final Transcript/Records Request

Indian Springs School must have an official copy of your Final Transcript on file before the **First Day of the upcoming school year**. Please complete this form and submit it to your student's current school.

Student's full legal name

Signature of parent/guardian

Date

Dear Registrar:

The above student has enrolled at Indian Springs School for the 2025-2026 academic year. Please process this request for a final transcript and email or mail it to the address below.

Email: admission@indiansprings.org

Mailing address:

Indian Springs School
Office of Admission
190 Woodward Drive
Indian Springs, AL 35124

If you have any questions regarding the final transcript request, please email the Indian Springs School Admission Office at admission@indiansprings.org or call (205) 988-3350.

Education Rights and Privacy Act, which was modified on June 17, 1976, allows educational institutions to transfer records to another school in which the student intends to enroll.