



DEPARTMENT OF THE AIR FORCE
UNITED STATES AIR FORCE ACADEMY PREPARATORY SCHOOL
USAF ACADEMY, COLORADO

MEMORANDUM FOR USAFA/PLDR (Registrar)

FROM: Former Preparatory School Cadet Candidate

SUBJECT: Transcript Request(s)

Name (while attending USAFA Prep School) _____

SSN ____-____-____ DOB (MM/DD/YYYY) ____/____/____

Prep School graduation year (if disenrolled, then the year you would have graduated) _____

Contact information: phone (____) ____-____ or email _____

Write the complete mailing address, fax number, or email address of where you want the transcript sent. Please write legibly.

1. _____

2. _____

3. _____

Signature (request must be signed to be processed)

Date

E-mail all requests to PrepInfo@usafa.edu or fax to (719)333-5288. There is a 3 - 5 business day processing time.