



# EARLY HIGH SCHOOL GRADUATE FORM

(To be completed by school administrator)

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

St. Louis Community College  
Registrar's Office  
5600 Oakland Ave.  
St. Louis, MO 63110

I certify the following student:

\_\_\_\_\_, with date of birth \_\_\_\_\_  
(First Name) (MN) (Last Name) (MM/DD/YYYY)

will graduate on \_\_\_\_\_, one semester early. He/she has met all graduation requirements for  
(MM/DD/YYYY)

\_\_\_\_\_, and will start at St. Louis Community College the Spring 2025 semester.  
(High School Name)

\_\_\_\_\_  
Name of High School official

\_\_\_\_\_  
Title of High School official

\_\_\_\_\_  
Signature of High School official

\_\_\_\_\_  
High School Official email/telephone number

### INFORMATION FOR HIGH SCHOOL ADMINISTRATOR

**A final, official high school transcript must be sent directly to the STLCC Registrar's office by Monday, January 31, 2025.**

If delayed, this could result in the student being dropped from his/her classes, however completion and submission of this form will assist your student with moving forward in the enrollment process prior to final high school transcripts being ready.

Transcripts can be sent via mail: STLCC-Registrar's Office, 5600 Oakland Ave., St. Louis, MO 63110; or sent to STLCC using an approved secure vendor (i.e. Naviance, National Student Clearinghouse, Parchment or SCIOR).

**Transcripts issued to the student, hand carried, faxed, or sent as an email attachment will not be accepted as official documents.**

Should you have any questions, please contact me at \_\_\_\_\_ or \_\_\_\_\_.

Sincerely,