

Roma High School
Office of Admissions and Records
Gloriella Guillen, Registrar



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Graduate Transcript Request

(Senior have to get their transcript from their respective Counselor)

Email To:

➤ gguillen@romaisd.com

Include:

- FULL NAME
- DOB
- YEAR OF GRADUATION
- ATTACH A PICTURE ID
- THE TURN AROUND TIME IS 24 TO 48 HOURS

Specify:

- email back to me
- mail out to (provide address)
- fax to (provide #)

Gloriella Guillen
RHS Registrar