



Putnam County High School

300 War Eagle Drive
EATONTON, GEORGIA 31024
PHONE (706) 485-9971
FAX (706) 485-3128



Marc R. Dastous
Principal

In order to properly process your request, please complete the entire form.

Name as it appears on record: _____

(Birth Date)

(Phone)

Last Public High School Attended in Putnam County: _____

High School Graduate? Yes / No

Year Graduated _____

OR

Check One:

Year Withdrew _____

_____ Transcript

_____ Certificate of Performance

Please Note: **Please allow 3 business days for processing**

Signature of Authorization _____

Student must be of legal age (18 years old) to receive his/her record without parent/guardian signature

*Please forward \$3.00 processing fee (money order/cashier's check) to:
Putnam High School * Data Specialists * 300 War Eagle Drive * Eatonton, GA 31024*

Complete the section below only if records are to be mailed.

Mail Record To:

Name/Institution: _____

Address: _____

City/State/Zip: _____

For Office Use Only:

Date Mailed:

Picked Up:

Clerk: