

Lighthouse Christian Academy Diploma and Transcript Form

Please allow 5 to 10 business days for processing from the time the request is received in our office. LCA MUST have the signature of the former student to release transcripts or diplomas. Only if former student is under 18, may a parent sign.

*****LCA DOES NOT ACCEPT PERSONAL CHECKS FOR DIPLOMA OR TRANSCRIPT REQUESTS.*****

If paying by cashier's check or money order, make payable to: *Lighthouse Christian Academy*
Transcripts are \$50.00 for 3 sealed copies. Replacement diploma is \$25.00.

Today's Date: _____

Personal Pick- up

Mail immediately.

Mail after: _____

Mail ____ (# of copies) to this address:

Mail ____ (# of copies) to this address:

Fax #: (if transcript is to be faxed)

Attention: _____

Signature: _____

Name: _____

(Please include all names used by student while enrolled at LCA)

Street Address: _____

City, State, and Zip Code: _____

Phone Number: _____

Date of Birth: _____

Dates of Attendance: _____ Year Graduated: _____

Please send all requests to:
Lighthouse Christian Academy
Attn: Transcripts
1123 S. Cactus Ave.
Rialto, Ca 92376