## **Sending High School Transcripts:**

If you would like your high school transcript sent to a college, agency, etc., please contact Mrs. Windhausen in the guidance office, either by phone 315-683-5460, or email <a href="mailto:lwindhausen@fabiuspompey.org">lwindhausen@fabiuspompey.org</a>.

- Please provide your full name while attending Fabius-Pompey.
- Year of graduation.
- The full address of where you would like your documents sent.

Please provide a phone number at which you can be reached, in the event that the guidance office needs to contact you about your request. For any deadlines, please allow for processing time.