



MEMORIAL LUTHERAN SCHOOL
5800 WESTHEIMER
HOUSTON, TEXAS 77057
713.782.4022
713.782.1749 FAX

OFFICIAL TRANSCRIPT REQUEST

Student Name _____ Applying for Grade: _____

I authorize (*current school*) _____ to release transcripts and requested records to the school listed below:

Parent Signature _____

Records may be mailed, faxed or emailed:

Memorial Lutheran School
Director of Admissions
5800 Westheimer
Houston, Texas 77057
Fax Number: 713.782.1749
Email: lwebber@mlchouston.org

Please send student records to include:

- Report Cards (include most recent)
- Achievement Test Scores
- Special Evaluations/Testing
- Immunization Record
- Birth Certificate

Thank you!