

Transcript Requests

Wentzville School District uses PARCHMENT.COM to process transcript requests.

Official transcripts will be sent electronically, securely and confidentially to the colleges, universities or organizations you designate. Students can track the status of their request online and immediately see if it is "Pending," "Sent" or "Delivered." Students can view unofficial transcripts from this site for personal use. Paper copies of transcripts are available upon request through PARCHMENT.COM.

Getting Started

Students/Alumni initiate the registration and ordering by selecting the high school they attended below:

[Holt High School](#)

[Liberty High School](#)

[Timberland High School](#)

Cost

Enrolled Students	<ul style="list-style-type: none">• FREE – Unofficial Transcript• \$3.50 Transcript Fee• \$2.00 Paper Handling Fee (USPS Destinations) <i>Overnight & International Delivery available as well, pricing is customized by destination / delivery speed</i>
Former Students / Alumni	<ul style="list-style-type: none">• FREE – Unofficial Transcript• \$3.50 Transcript Fee• \$2.00 Paper Handling Fee (USPS Destinations) <i>Overnight & International Delivery available as well, pricing is customized by destination / delivery speed</i>

If there are charges associated with your request, those charges will be displayed and must be approved by you before you complete your order. Paper handling charges are always optional and may be avoided by choosing an email address for the recipient. The Parchment site also includes information on college and university statistics that students may find helpful.

Tutorials & User Guides

Parchment has created a Student Tool Kit to offer you a set of resources to help you make the most of [parchment.com](http://www.parchment.com) including user guides, video tutorials and frequently asked questions.

<http://www.parchment.com/studentkit/>