

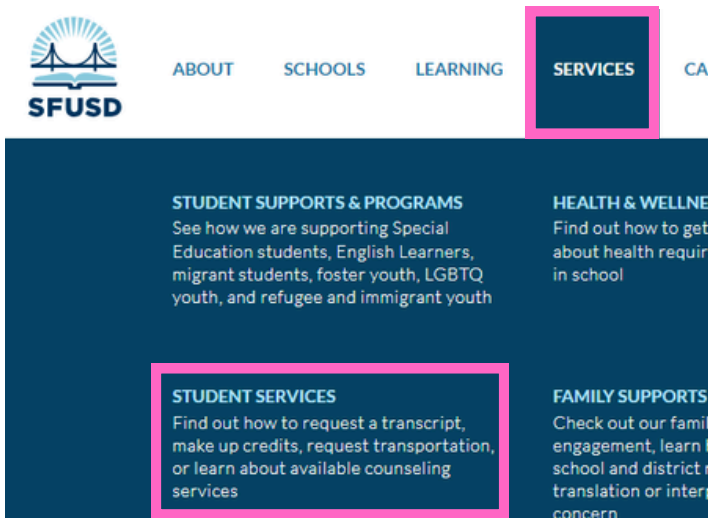
Obtaining High School Transcripts from SFUSD

A Minimum Qualification (MQ) of the 7327 Apprentice Maintenance Machinist I position requires proof of one (1) year of High School Algebra or one (1) term of college Algebra with a passing cumulative grade of "C-" or better.

Your official transcripts MUST state "Algebra", or the like. If your algebra course was entitled "Integrated Math", "Math 90" or the like, your school must include a letter written on letterhead that states the course you took was the equivalent to algebra.

Step 1: Navigate to the San Francisco Unified School District (SFUSD) website.

Step 2: Select "Services," then "Student Services."



Step 3: Select "Request a Transcript or get a Work Permit."

Student Services

Services

- Health & Wellness
- Safety & Emergency
- Student Services**
- Transcripts, Work Permits & Student Records
- Transportation
- Student Support Programs
- Family Supports & Services
- Youth Leadership Programs

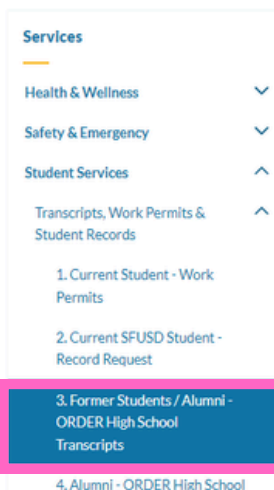
How Do I?



Request a Transcript or get a Work Permit

Find out how to request transcripts, other student records, or get a work permit.

Step 4: On the side panel, select "3. Former Students/Alumni - ORDER High School Transcripts."



Step 5: Follow the instructions listed. For any questions, email transcripts@sfusd.edu.

3. Former Students / Alumni - ORDER High School Transcripts

SFUSD uses Parchment to process all Transcript requests:

- Official Electronic Transcripts cost \$8.00 each.
- Official Transcripts sent by mail cost:
 - USPS Domestic: \$10.75 each
 - USPS International: \$13.25 each
 - FedEx Domestic Overnight: \$33.00 each
 - FedEx International: \$57.50 each
- Please select one of the schools from the list below.
 - Select the school you graduated from or the last school you attended.
 - You will be taken to Parchment's website and asked to create an account.

Note: This is an example of how to obtain a high school transcript for individuals who are a former student/alumni of the San Francisco Unified School District (SFUSD).