



Southwest Florida Public Service Academy

4312 Michigan Ave Ft. Myers FL 33905 Tel:
(239) 334 - 3897

Todd Everly, Director

REQUEST FOR RECORDS **(PLEASE PRINT CLEARLY)**

Name: _____ Social Security Number: _____

Date of Birth: _____ Phone Number: _____

Residential Address: _____

Mailing Address: _____

(Only if different from the residential address above)

I was in the following program:

- Law Enforcement
 Corrections
 Crossover
 Fire Academy

Class No: _____ Dates Attended: _____

I am requesting:

My Official Transcript

Other: _____

(Please be as specific as possible) **COPIES FROM YOUR STUDENT FILE WILL INCUR A CHARGE OF \$0.50/PAGE.**

Name of Person Requesting Transcript: _____

(If other than yourself)

Complete Address to Mail Transcript: ATTN: _____

ATTENTION:

1. MAIL REQUEST TO: SOUTHWEST FLORIDA PUBLIC SERVICE ACADEMY (4312 MICHIGAN AVE., FORT MYERS, FL 33905) ATTENTION: TRANSCRIPTS OR EMAIL YOUR REQUEST TO TARIA NIEVES AT TARIAN@LEESCHOOLS.NET (LAW ENFORCEMENT, CROSSOVER, OR CORRECTIONS) OR LISA MEROLA AT LISANM@LEESCHOOLS.NET (FIRE, EMT, OR PARAMEDIC)
2. PLEASE ALLOW 1 WEEK FOR PROCESSING OF THIS RECORDS REQUEST.
3. INCOMPLETE OR ILLEGIBLE "REQUEST FOR RECORDS" WILL NOT BE PROCESSED.

Signature: _____ Date: _____