



St. Clair Catholic
District School Board



September 2024-August 2025

Transcript Request – Online Payment Instructions

Please contact Mrs. Dina Cotton if you wish to request a transcript at dina.cotton@sccdsb.net or by calling (519) 332-3976 ext: 20421.

This service is for students **NO LONGER ATTENDING** our high school.

We have a \$10.00 per copy Transcript Fee. The fee covers the cost of retrieving your transcript information and mailing it to the required destination(s). After the receipt of funds, the Student Services Department will process your request.

There is no fee for an electronic version of a transcript.

[Pay Here For School Cash Online](#)



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519-332-3976 st-clair.net/sph