



NEW YORK CITY DEPARTMENT OF EDUCATION

**GROVER CLEVELAND HIGH SCHOOL - Dominick Scarola, Principal**

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Suzanne Ledée Garcia, Assistant Principal Pupil Personnel Services

**June 30, 2010**

**Summer Schedule for Records office**

**JULY 6, 12, 26**

**August 2, 16, 30**

**From 8:00 AM to 11:00 AM**

**All requests for transcripts, and graduation letters should be done Via Mail with the corresponding Money Order for \$5.00 included with your request. Please include your name at graduation, date of birth and graduation date.**

**Send your request to:**

GROVER CLEVELAND HIGH SCHOOL

Attention: Records Request

2127 Himrod Street

Ridgewood, NY 11385

**Please Note: Dates are subject to change.**