Unofficial Transcript Request Form

Please fill out in full. Complete information is required to proceed with your request.
One complimentary official and unofficial transcript will be mailed in May to all graduates of that year.
Normal processing time for transcript requests is 5 business days.

- LIMIT TO ONE COPY ONLY -

(Please print)
Student ID# (if known): _____ Birth date /____ /____ / ____ /
M D Y

Name (Family): _____ (Given):_____

Address: _____

_____

Postal/Zip Code: _____ Telephone: (___) _____ Home / Bus. / Cell
(Circle one)

☐ *Please indicate if this is your new address* E-mail: _____

Last term enrolled: _____ Degree obtained/Year: _____

Signature: _____ (required) Date of request: _____

Please check one:
☐ Pick up at Student Services main desk ☐ Mail to above address ☐ Mail to address below

_____

_____

_____

_____

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Regent College