

# Transcript Request

For current and former degree students, not continuing education or Heritage students

## Status (check one)

- Current Degree Student
- Withdrawn Degree Student
- Alumnus or Alumna

## Current Students

Wait for current term's evaluations?  Yes  No

You may have some, all or none of your narrative evaluations sent to accompany your transcript at no additional fee. Only those you specifically request will be sent. They may take longer than two weeks to produce.

Please send:

- None
- All
- Some (Specify on back.)

### Office Use Only

Date Received \_\_\_\_\_

Date Sent \_\_\_\_\_

By \_\_\_\_\_

Student Name \_\_\_\_\_

Program of Study \_\_\_\_\_

Dates Attended \_\_\_\_\_

Student ID or Social Security Number \_\_\_\_\_

Phone \_\_\_\_\_

Address \_\_\_\_\_

The Registrar's Office will send your confirmation to the above address.

**Send Transcript To:** Providing a name or office assists in prompt delivery of the transcript.

Number of Copies \_\_\_\_\_

Name \_\_\_\_\_

Office \_\_\_\_\_

Address \_\_\_\_\_

Number of Copies \_\_\_\_\_

Name \_\_\_\_\_

Office \_\_\_\_\_

Address \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Please allow two weeks for processing. Transcripts cannot be released if you have an outstanding balance with the Student Accounts Office.

You may submit this form in person, by mail or by fax.

Registrar's Office • 2326 Sixth Ave. • Seattle, WA 98121-1814 • fax: (206) 268-4242

