

CURRY COLLEGE
Registrar's Office
1071 Blue Hill Avenue
Milton, Massachusetts 02186
Phone 617-333-2008 Fax: 617-979-3540

TRANSCRIPT REQUEST

*There is a \$5.00 charge per official transcript – no charge for unofficial (**see details below).
Additional \$20.00/ Express Mail.

<p>Date: _____ Student ID #: _____</p> <p style="padding-left: 100px;">Last 4 digits Soc. Sec#: _____</p> <p>STUDENT NAME: _____</p> <p>MAIDEN/OTHER NAME: _____</p> <p>ADDRESS: _____</p> <p>_____</p> <p>_____</p> <p>TELEPHONE #: _____</p> <p>EMAIL: _____</p>	<p>CHECK APPROPRIATE BOXES:</p> <p><input type="checkbox"/> OFFICIAL # OF COPIES _____ <i>*Send to college, university, etc. Official paper with College seal</i></p> <p><input type="checkbox"/> UNOFFICIAL # OF COPIES _____ <i>** Does not bear College seal; for student use No charge for unofficial transcript</i></p> <p>Dates Attended: _____ to _____</p>
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***NORMAL PROCESSING TIME IS 48 HOURS EXCEPT DURING PEAK TIMES
TRANSCRIPTS ARE NOT AVAILABLE TO THOSE WHO HAVE OUTSTANDING FINANCIAL OBLIGATIONS TO THE COLLEGE***

SIGNATURE REQUIRED

Student Signature

<p>PLEASE PRINT CLEARLY MAIL TO: (Please include name and full mailing address)</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

<p>Payment type:</p> <p><input type="checkbox"/> Check Enclosed (Mailing option only)</p> <p><input type="checkbox"/> Hold for Final Grades or Degree</p>
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**I WILL PICK UP TRANSCRIPTS BETWEEN
THE HOURS OF 8:30 – 4:30
MONDAY – FRIDAY**

DATE: _____ **TIME:** _____

<p>Office Use only:</p> <p>Date Sent: _____</p> <p>By: _____</p>	<p>Financial Approval:</p> <p>Approval Date: _____</p> <p>Approved by: _____</p> <p>Amount Paid: _____</p>
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