

## REQUEST FOR COLLEGE TRANSCRIPTS

Registrar,

\_\_\_\_\_  
\_\_\_\_\_

Dear Sir or Ma'am:

I am seeking an opportunity to participate in the Enlisted Commissioning Program and must obtain an official copy of my transcripts from my educational institutions where I was conferred.

At your earliest convenience, please forward one copy of my official transcript to me at the following address:

\_\_\_\_\_  
\_\_\_\_\_

Pertinent Information:

Name: \_\_\_\_\_

SSN: \_\_\_\_\_

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

Major: \_\_\_\_\_

A pre-addressed envelope is provided for this purpose. The transcripts must contain evidence of my eligibility for readmission to your institution. If a cost is involved, please bill me at the address given below.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF APPLICANT