

Transcript Request Form

Mail or Hand-Deliver to:

Stanly Community College - Eagle's 1 Stop

141 College Drive,
Albemarle, NC 28001

Name (Print): _____

Maiden/Former Name (Print): _____

Social Security Number: _____ Daytime Phone: _____

Current Address: _____

Street

City

State

Zip

Curriculum (Credit Classes)

Specify: Cont. Ed. (Non-Credit)

Placement Test Scores

Adult High School Transcripts should be requested using the form in the Adult High School/Basic Skills section of the Student Forms page on the college website.

Approximate Dates of Attendance: _____

Last Term Enrolled:

- Fall
- Spring
- Summer

Select Delivery Option(s) Below:

I will pick up _____ copy(ies) of my transcript(s) on: _____
Date

Please send _____ copy(ies) of my transcript to each of the following:

Name

Name

Address

Address

City State Zip

City State Zip

----- **Student Signature Required Below** -----

If you owe any tuition or fees to SCC, please pay these before requesting transcripts. Request for transcripts will be processed within 72 hours.

Student Signature (Required)

Date Requested

SCC Staff Initials

Date Processed