



TRANSCRIPT RELEASE
Credit / Non-Credit

Please Print

Name: Last First MI Previous Name(s)

Current Address:

City State Zip Home Phone:

Student Number: Date of Birth:

Did you attend Ivy Tech prior to 1990? Yes No

Note: Unofficial transcripts are free and available through http://cc.ivytech.edu. If you are awaiting final grades or a degree posted for the term, please verify on Campus Connect that your grades and/or degree have been posted to your unofficial transcript there BEFORE requesting an official transcript.

Please neatly print, in the box below*, the name and address of the person to whom the transcript is to be released. Submit a separate release for each address to which you are sending copies. For more than one copy to the same address, fill out only one form.

Number of copies requested: []

*Release transcript(s) to:
Name
Address
City, State, Zip

Note: If your record shows that you are indebted to the College, no official record will be released until the debt has been cleared.

Student's Signature Date Issuing Office Personnel Initials

The Family Educational Rights and Privacy Act of 1974 prohibits the release of a student's confidential information to a third party without that student's written consent.

Date requested: / / For Office Use Date sent: / /

Each official transcript will cost \$5. Payment by check or money order is accepted.
Payment Method: Circle one: Check Money Order