

# SCI-ARC Transcripts Request Form

To request SCI-Arc transcripts, students/alumni must complete this form and return it to the Registrar or Academic Counselor with the **\$7 fee**.

Students must include the following information with their request:

1. Student ID number, if available
2. Check/money order/credit card information
3. Student/alumni full name while at SCI-Arc
4. Current mailing address and email
5. Complete name and address of the institution/individual where transcripts are to be sent
6. Student/alumni signature

Student ID# (if applicable)

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

## 1. Enrollment Information

Did you receive a SCI-Arc diploma?       B.Arch       M.Arch      Year of Graduation: Month / Day / Year

Did you attend Making + Meaning?       Yes       No      Year of Attendance: Month / Day / Year

### Please send my transcripts

- Now (If you are currently enrolled, work in progress will be omitted and final transcripts must be ordered separately)  
 After (When grades for the current term have been posted)

I need \_\_\_\_\_ transcript(s)

## 2. Form of Payment

Visa       MasterCard       American Express      \_\_\_\_\_  
Card#      Exp Date

Check       Money Order

## 3. Personal Information

.....  
Student Name      Telephone      Email

.....  
Number and Street, Apt/Unit      City      State/Province      Zip Code      Country

Mail transcripts to:  Same as above

.....  
Institution Name      Telephone      Email

.....  
Number and Street, Apt/Unit      City      State/Province      Zip Code      Country

.....  
Applicant Signature      Date      Month / Day / Year