

# New Mexico Junior College

## TRANSCRIPT REQUEST FORM OFFICE OF ADMISSIONS & RECORDS

Check One:  Official  Student Date \_\_\_\_\_

NOTE: **OFFICIAL** transcripts are issued only to institutions, agencies, or employers.  
**STUDENT** copies of transcripts are issued directly to the student.

**PLEASE PRINT NAME AND ADDRESS WHERE TRANSCRIPT IS TO BE SENT OR LIST NAME OF PERSON WHO HAS YOUR PERMISSION TO PICK UP YOUR TRANSCRIPT:**

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

### TELEPHONE REQUESTS ARE NOT ACCEPTED

#### Student Information:

Social Security Number \_\_\_\_\_ or Identification Number A \_\_\_\_\_

Full Name \_\_\_\_\_ Previous Name(s) \_\_\_\_\_

Last First MI

Address \_\_\_\_\_

Street

City State Zip

Telephone: Day \_\_\_\_\_ Cell \_\_\_\_\_

Date of Birth \_\_\_\_\_

Year of Last Enrollment \_\_\_\_\_

#### Check one:

Send immediately  Courses in Progress, Hold for Grades  Hold for Degree Posting

Student signature \_\_\_\_\_

Pursuant to provisions of the Federal Family Educational Rights and Privacy Act of 1974, (Public Law 93-3801), I grant permission for release of my academic record to the individual indicated.