



1833 W. Southern Ave  
Mesa, AZ 85202

**Maricopa County Community College District  
ACADEMIC TRANSCRIPT REQUEST**

- Official – Embossed with College Seal  
Fee Required
- Unofficial – No College Seal  
No Fee

I am requesting \_\_\_\_ copy(s) from: \_\_\_\_\_  
(Indicate College of Attendance)  
First Semester Enrolled: \_\_\_\_\_ Last Semester Enrolled: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle  
Maiden or Previous Names Used: \_\_\_\_\_  
Student ID / Soc. Sec.# \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

\*\*\* Transcripts **will not** be issued for a student with any outstanding debts to any of the Maricopa Colleges \*\*\*

**Send To:**  
Institution: \_\_\_\_\_  
Attn: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

**CHECK ONE BOX BELOW**

- Please **mail immediately**
- I **will pick-up** the transcript
- Hold for** current semester’s grades
- Hold for** a grade change in \_\_\_\_\_ (Course) \_\_\_\_\_ (Semester)
- Hold for** \_\_\_\_ degree / certificate to be posted

\_\_\_\_\_  
**Student Signature** **Date**  
\*Federal law requires transcripts requests MUST be made in writing and be signed by the student.