

Transcript Request

WCA will send official transcripts on behalf of any student to any school.

1. Provide a minimum of two weeks BEFORE the deadline for the transcripts.
2. Fill out the information below so that transcripts get sent to the correct location

Student Requesting Transcript _____

Date Submitted to the school office _____

Transcript request for: (Name of school) AND address for the organization: (Some organizations require an electronic version be mailed to them; others require a paper letter be submitted in a sealed envelope with a signature over the seal; others may have different criteria.)

Name of School/Organization _____

Address _____

Email address (if applicable) _____

Name of School/Organization _____

Address _____

Email address (if applicable) _____

Name of School/Organization _____

Address _____

Email address (if applicable) _____

Name of School/Organization _____

Address _____

Email address (if applicable) _____

Deadline _____