



## Request for Release of College Transcript

Student Name: \_\_\_\_\_

Student ID Number/SSN: \_\_\_\_\_

Type of Transcript:

Unofficial:

Official:

Please forward an Unofficial/Official copy of my transcript to:

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

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Time

Note: This form should be used to request Virginia College.

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Approved

Denied  Reason: \_\_\_\_\_

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

\_\_\_\_\_  
Student Finance Signature

\_\_\_\_\_  
Date