



TREASURE COAST TECHNICAL COLLEGE  
4680 28<sup>th</sup> Court, Vero Beach, FL 32967  
Telephone: 772-564-4970 Fax: 772-564-4994

### REQUEST FOR EDUCATIONAL RECORDS/TRANSCRIPTS

We cannot process GED transcripts request. If you need a GED transcript, please visit <https://ged.com> and follow the instructions under "Grads and Transcripts"

\*\*Education/Transcript Fee: Transcripts are \$5.00 each. Please allow 2-3 business days for processing. \*\*

Student Name \_\_\_\_\_ DOB \_\_\_\_\_

SS# \_\_\_\_\_ Email Address \_\_\_\_\_

Name while enrolled, if different from above \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Program \_\_\_\_\_ Dates Attended \_\_\_\_\_

Total number of copies requested \_\_\_\_\_

**Please mark an "X" next to the appropriate option below:**

\_\_\_\_\_ Please mail my official transcript to the address listed above

\_\_\_\_\_ Please notify me when my official transcripts are available for pick up

\_\_\_\_\_ I would like my transcripts mailed to another institution at the address listed below

Name of Institution \_\_\_\_\_

Address \_\_\_\_\_

**Agreement and Signature: By submitting this form, I affirm that the facts set forth in it are true and complete. Under penalties of perjury pursuant to F.S. 95.525, I declare that I am the former or present student requesting educational records/transcripts.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date