

# RIO HONDO COLLEGE

Admissions & Records Office (562) 908-3415  
3600 Workman Mill Rd., Whittier, CA 90601-1699

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Student ID #

Print Last Name First Middle

Address City State Zip

Other Names Previously Used Birthdate Phone Number

Student's Signature (Signature authorizes release of records) Date

NOTE: First two documents ever received are free. Additional copies are \$3.00

PLEASE NOTE: Applicant is responsible for correct mailing address.  
Print clearly within the space below for mailing in a window envelope. One address per form.

NAME \_\_\_\_\_

DEPARTMENT \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY STATE ZIP CODE

## TRANSCRIPT REQUEST

Official  Unofficial

Special Instructions for Official transcripts:

Ge Cert  IGETC

### Hold until:

Grade change as follows:

From instructor

course/semester \_\_\_\_\_

Course repetition

course/semester \_\_\_\_\_

Academic Renewal

Degree Recorded

Graduation Date \_\_\_\_\_

Final Grades Posted  
Semester \_\_\_\_\_

For final grades allow 4-6 weeks after end of Semester

\_\_\_\_\_ No. of copies requested

### FOR OFFICE USE ONLY:

Fee \_\_\_\_\_ Date \_\_\_\_\_

I.D. Verified and Received by \_\_\_\_\_