

RIO HONDO COLLEGE

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

- -

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

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

Email Address

FOR OFFICE USE ONLY:

Fee _____ Date _____

I.D. Verified and Received by _____

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