



MARION TECHNICAL COLLEGE

Official Transcript Request Form (This is **NOT** to be used for **GED**)

\$5.00 Non-refundable transcript fee for each copy

Last Name

Middle Initial

First Name

Name at time of Graduation/Maiden Name/Other Names Used

Last 4 digits of SS#

Date of Birth

Enrollment Dates (MM/YY-MM/YY)

Name of Program Attended

Daytime Telephone Number

E-mail Address

I hereby give permission to Marion Technical College to release transcripts or information related to the classes I attended to the following: (Please include specific mailing address and any applicable departments/personnel.)

Signature

Date

Please send my transcripts to:

1. _____

2. _____

Number of copies: _____

Number of copies: _____

Mail this completed form to:

Marion Technical College

Attention: Student Services

1014 SW 7th Road

Ocala, FL 34471

Form may also be submitted in person in the Student Services Department: (352) 671-4134.

Enclosed please find \$_____ based on the transcript fee above.

Cash, check or money order **ONLY** (payable to MTC)

Date Requested: _____

Date Mailed: _____

Date Picked Up: _____