



Enrollment Services
 Records and Registration
 One University Drive Camarillo, CA 93012
 Phone (805)437-8500

Check One Box Only	
<input type="checkbox"/>	Hold for Final grades
<input type="checkbox"/>	Hold for Change of Grade in: Dept. Course No. _____ Term Taken _____
<input type="checkbox"/>	Hold for Degree Posting
*Disclaimer- If a box is checked, processing will take longer.	

REQUEST FOR OFFICAL TRANSCRIPT

Student I.D. _____	Social Security # _____
Name _____	Birth Date _____
Address _____	Phone (____) _____
City _____ State ____ Zip _____	Currently Enrolled?: ____ Yes ____ No
Other Names on Record _____	Enrolled from term _____ to _____

A transcript will not be issued until all outstanding obligations due to the University are cleared. In accordance with federal law, records cannot be released without the written consent of the student. Be sure to sign this form and submit form to the Enrollment Center. Please allow 5 business days to process routine requests. Requests will be processed as soon as possible.

Please Print Legibly

Reason for Request: <input type="checkbox"/> School <input type="checkbox"/> Job <input type="checkbox"/> Other I request that _____ transcripts be sent to: Name: _____ _____ Address: _____ City: _____ State ____ Zip _____	Reason for Request: <input type="checkbox"/> School <input type="checkbox"/> Job <input type="checkbox"/> Other I request that _____ transcripts be sent to: Name: _____ _____ Address: _____ City: _____ State ____ Zip _____
Reason for Request: <input type="checkbox"/> School <input type="checkbox"/> Job <input type="checkbox"/> Other I request that _____ transcripts be sent to: Name: _____ _____ Address: _____ City: _____ State ____ Zip _____	Reason for Request: <input type="checkbox"/> School <input type="checkbox"/> Job <input type="checkbox"/> Other I request that _____ transcripts be sent to: Name: _____ _____ Address: _____ City: _____ State ____ Zip _____

Student Signature: _____	Date: _____
If you're transferring, would you be willing to complete a short questionnaire? ____ Yes ____ No	