



Personal Transcript request from CCU to other schools

To: Current student/Alumni: Please use this form to request a personal or an official copy of your transcript from Cornerstone Christian University. This copy of your transcript will be stamped "Student Copy," "Official Copy Issued to Student" or issued to the institution of your choice based on your request. There is a fee of \$10.00 for each student and \$10.00 for each official copy requested. Official copy will be stamped "Official Copy to: (institution)"

To: _____
Name of school you wish to send transcript to

Name of Department

Street Address or P. O. Box

City, State and Zip Code

REQUEST FOR TRANSCRIPT
Please send a copy of my transcript to:

<input type="checkbox"/> Official copy
<input type="checkbox"/> Student Copy
<input type="checkbox"/> # of additional copies _____
Fee enclosed: \$ _____

Signature of student/Alumni

Date of your request

Student making this request

FROM:	
Student Name	Student Maiden Name (if applicable)
Social Security Number /Student ID:#	Years attended
Present Address	City, State and Zip Code
Student's Signature	Date of request
Previous Address	City, State and Zip Code

PLEASE NOTE: PERMANENT ACADEMIC RECORD IS NOT PERMITTED TO BE RELEASED TO A THIRD PARTY WITHOUT THIS WRITTEN PERMISSION FROM THE STUDENT. IT IS A VIOLATION OF THE PRIVACY ACT. IF YOU ARE NOT THE PERSON NAME ABOVE IN THE REQUEST, CANCEL THIS REQUEST NOW.

Cornerstone Christian University
P.O. Box 585477.
Orlando, FL 32858
(407) 295-4869
www.ccul.com
myadmissions@ccudl.com