



Transcript request

You can use this form as a convenient way to obtain the required transcripts from the undergraduate and graduate schools you've attended.

CMU must have one official transcript from each of those institutions to complete your admission to the university.

Be sure to check with the schools to find out the fee they charge for official transcripts, and include that fee when you send your request form to the registrar's office at each school. Make sure you sign your name on the request.

Remember, you must sign the request and include your Social Security number or student ID number, and the appropriate fee, or the school will not be able to process your request.

Registrar, please send transcript(s) to:

Central Michigan University
Off-Campus Programs
802 Industrial Drive
Mount Pleasant, MI 48858
Attn: Transcript Department

Name _____ (*Former name*) _____

Address _____

Social Security or student number _____

Phone _____ Date of birth _____

Graduated: No Yes Date _____

Degree _____

Check enclosed for \$ _____

Signature _____

Date _____

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CENTRAL MICHIGAN
UNIVERSITY