



Wharton County Junior College

911 Boling Highway • Wharton, Texas 77488 • (979) 532-4560

OFFICIAL TRANSCRIPT REQUEST

[Transcript requests will be denied if there is a hold on the student's record.]

_____ process immediately _____ hold until grades are posted

Student information (please print):

NAME _____

ADDRESS _____

CITY/STATE/ZIP _____

PHONE _____

EMAIL _____

DATE OF BIRTH _____

SEMESTERS ATTENDED _____

OTHER LAST NAME(S) _____

Transcript request for (check all that apply):

_____ SELF _____ # needed (send to above address)

_____ COLLEGE, UNIVERSITY, or OTHER (send to the address or the college/university listed below.)

NAME _____

ADDRESS (line 1) _____

ADDRESS (line 2) _____

CITY/STATE/ZIP _____

By signing below, I give Wharton County Junior College permission to send/release my transcript as indicated above.

SIGNATURE _____ DATE _____

Requests will be honored as quickly as possible and in the order received. Peak periods may require additional processing time (i.e. registration, end of semester, etc.). Please make requests in advance. Normal processing time is 1-2 business days.

Mail this form to the above address (Attn: Office of Admissions and Registration)

Fax this form to (979) 532-6494

Email this form to registrar@wcjc.edu

For questions or additional information, please contact the Admissions and Records Office.

04-15-09