



Ogeechee Technical College
OFFICE OF THE REGISTRAR
 One Joe Kennedy Boulevard
 Statesboro, Georgia 30458
 Phone: (912) 486-7221 Fax: (866) 847-7994

REQUEST FOR ACADEMIC TRANSCRIPT OF RECORDS

Student Name: Former Last Name:

Student ID or SS #: Year attended if before 1993:

Present Address:

City/State/Zip:

Phone Number: Email:

- Transcript will be picked up. (Please note that transcripts to be picked up will be in a sealed envelope.)
- Transcript should be mailed to the following:

Name

Address

City State Zip Code

- Now (Within 3 business days)
- At the end of the current quarter
- After program completion

By signing below, I hereby authorize Ogeechee Technical College to release my Academic Transcript to the location named above.

Student Signature

Date

Please submit this form to the Registrar's office. The first transcript is issued at no charge to the student. Additional transcripts issued thereafter will be \$5.00 each. Transcript requests will be processed within three business days.

Issued By (Registrar's Office Representative)

Date Issued

As set forth in its student catalog, Ogeechee Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law.) Kelli Waters, Title IX Coordinator, Office #143H - JEK Building, (912) 871-1885; Penny Hendrix, Section ADA/504 Coordinator, Office #171E - JEK Building, (912) 486-7211; One Joe Kennedy Boulevard, Statesboro, Georgia. Ogeechee Technical College is a unit of the Technical College System of Georgia.