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**FTCC NO LONGER ACCEPTS FAXED TRANSCRIPT REQUESTS**

 **Unofficial Curriculum Transcript Request**

| Full Name While Enrolled: |       |
| --- | --- |
| Other Name(s) Used While Enrolled: |       |
| Student ID Number: |       | or Last Four of SSN: |       |
| Birth Date: |       | Telephone Number: |       |
| Email Address: |       |
| First Year Attended: |       | Last Year Attended: |       |

**Unofficial Transcripts**

| Attention: |       |
| --- | --- |
| Street Address: |       | Apt/Suite/Unit: |       |
| City/State/Zip: |       |
| Signature: |       | Date: |       |

There is ***not*** a fee for an ***unofficial*** transcript. To obtain an unofficial transcript you have two options:

**1)** Students who attended the College from Fall 2010 to current can print an unofficial transcript from WebAdvisor; or **2)** Students can complete a **Unofficial Curriculum Transcript Request** and drop it off at the Student Information Desk in the Tony Rand Student Center lobby or mail the form to the address below.

**Send Transcript Request To**

registrar@faytechcc.edu