



**Cambridge College**  
**Office of the Registrar**  
**Transcript Request Form**

For Office Use Only

\_\_\_\_/\_\_\_\_/\_\_\_\_

Cambridge College - 1000 Massachusetts Avenue - Cambridge, MA 02138 - (800) 877-4723

Fax - (617) 349-3560

T.R. 1103

If **Rush Service** is needed, please call - (800) 877-4723 x. 1101

In addition to the cost of Transcripts, a **\$15.00** service charge is added for Rush Orders

Please **PRINT** this form and complete fully

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Student Name \_\_\_\_\_

Former Name \_\_\_\_\_

Soc. Sec No. \_\_\_\_-\_\_\_\_-\_\_\_\_

Student ID # \_\_\_\_\_

Daytime Tel.# (\_\_\_\_) \_\_\_\_-\_\_\_\_

Dates of Enrollment \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Year \_\_\_\_\_

Graduated? \_\_\_\_\_

IF YOU HAVE MORE THAN ONE DEGREE FROM CAMBRIDGE COLLEGE, PLEASE INDICATE WHICH TRANSCRIPTS YOU WANT

Type of Transcript:  BA  M.Ed.  CAGS  MM  Special Student *Each Transcript has own degree*

\$ 5.00/ each Official Transcript to be Forwarded To:

\_\_\_\_ # Of copies

\_\_\_\_ # Of copies

1. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\$ 2.00/ each Unofficial Transcript to be Forwarded:

\_\_\_\_ # Of copies

\_\_\_\_ # Of copies

3. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

1. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

In order to initiate your transcript you must complete the following Method of Payment

\_\_\_\_ Visa    \_\_\_\_ MasterCard    \_\_\_\_ Cash    \_\_\_\_ Check/ Money Order *Payable to Cambridge College*

Credit# \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_ Exp. Date \_\_\_\_/\_\_\_\_

**NOTE:** Transcripts cannot be processed if there is either an Admissions or Business hold. A student can access account information online. Signature \_\_\_\_\_