

# International Seminary TRANSCRIPT REQUEST FORM

**PLEASE NOTE:** You must print this form and complete it in its entirety. This form can be mailed (PO Box 1208, Plymouth, FL 32768) or faxed (407-886-7662) to our office. Electronic requests (e-mails) are not adequate.

Transcripts are available to any student who has completed any degree program with International Seminary. If you have completed a diploma program through home study, or as a student sitting in a class in the state of Florida, a transcript is also available as long as we have verification of high school on file.

If you have completed a diploma course through the Satellite Class department, and that class meets anywhere other than in Florida, you can request a letter of verification of participation. Transcripts for Satellite Class students can only be given to those whose class met in Florida.

**\*\*\* Verification of high school completion (or equivalent) MUST be on file or submitted with this request.\*\*\***

**Transcript cost:**

Programs completed since 2000 - \$10 per transcript, per program

Programs completed prior to 2000 - \$15 per transcript, per program, includes a one-time processing fee of \$5.

**Credit Card # \_\_\_\_\_ Exp. date \_\_\_\_\_ / \_\_\_\_\_ Amount to Charge \$ \_\_\_\_\_**

\_\_\_\_\_   
 Print name (as it was during enrollment)

\_\_\_\_\_   
 Social Security number                                          Date of Birth

\_\_\_\_\_   
 Current Address                      Is this a new address?    Yes                       No

\_\_\_\_\_   
 City, State, Zip Code, Country

\_\_\_\_\_   
 Current daytime telephone number

\_\_\_\_\_   
 Student's signature                                                                  Date

# copies	graduation date	program
_____	_____	Diploma of Practical Theology (B1)
_____	_____	Diploma of Practical Theology - Advanced Level (B2)
_____	_____	Graduate of Theology (B3)
_____	_____	A.A.
_____	_____	bachelor
_____	_____	master
_____	_____	doctoral

**Send transcripts to:**    Institution                       Student

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