

This form is only to be used by students who attended CMC prior to Summer 1982 or for official transcripts needing to be mailed with an attachment. ALL other transcript requests should be ordered online at www.coloradomtn.edu/transcripts

TRANSCRIPT SERVICE FEE

- Students who attended prior to Summer 1982: \$2.85 (Mail Delivery Only)
- Transcripts with an attachment: \$4.85 (Mail Delivery Only)

Please Note! Transcripts will not be issued if there is a HOLD or restriction on your account. All official transcripts must be issued from the **Registrar's Office**. Transcripts sent directly to Students will be stamped "Official Transcript-Issued to Student" and may not be accepted as valid by other schools or agencies.

STUDENT INFORMATION:

LAST NAME	FIRST NAME	MI
ADDRESS: STREET OR P.O. BOX	CITY	STATE ZIP

STUDENT ID#	_____
DATE OF BIRTH	_____
OTHER NAMES USED AT CMC	_____
YEAR(S) ATTENDED	_____
CAMPUS LOCATION(S)	_____

REASON FOR TRANSCRIPT REQUEST	
	PERSONAL
	EMPLOYMENT
	TRANSFER
	OTHER

SEND MY OFFICIAL COLORADO MOUNTAIN COLLEGE TRANSCRIPT(S) TO:

INSTITUTION/INDIVIDUAL: _____

ATTN: OFFICE/INDIVIDUAL: _____

ADDRESS: _____

STREET OR P.O. BOX

CITY

STATE ZIP

Payment Information: We are no longer authorized to accept **written** payment information. Please call the Registrar's Office to submit payment over the phone: 970-947-8333 - Your transcript request will not be processed until we have received payment.

Student's Signature: _____ Date: _____

Phone Number: _____

Please submit to the Registrar's Office.

Office of the Registrar
 802 Grand Avenue, Glenwood Springs, CO 81601
 Phone: 970-945-8691 Fax: 970-947-8387
registrar@coloradomtn.edu