

Complete and Mail or Fax to:
 Northcentral Technical College
 Student Services – Transcripts
 1000 W Campus Drive
 Wausau WI 54401-1899

NTC TRANSCRIPT REQUEST



Phone: 715-675-3331, Ext 1016
 Fax No: 715-301-2903

Today's Date: _____

TRANSCRIPTS OR CERTIFICATIONS MAY BE WITHHELD IF OVERDUE OBLIGATIONS
 TO THE COLLEGE HAVE NOT BEEN SATISFIELD

STUDENT'S SIGNATURE REQUIRED _____

Date: _____

Your signature authorizes NTC to release your transcript(s) as requested.

PLEASE PRINT CLEARLY

STUDENT INFORMATION:

Identification Information	Student ID	Social Security #	Birthdate	
Name	Last	First	Middle	Maiden/Previous
Current Address	Number and Street		City	State Zip
Contact Information	Email Address		Daytime Phone Number ()	
Dates of Enrollment Mo./Yr.	First Enrolled	Last Enrolled	Degrees Received and Year	

TRANSCRIPT INFORMATION:

CLASSES TAKEN PRIOR TO 1995: Yes No

GRADUATED OR EXPECTED DATE OF GRADUATION:

May Aug. Dec. Year _____

PROCESS TRANSCRIPT:

- Now
- Hold until this semester's grades are recorded
- Hold until graduation

MAIL TRANSCRIPTS TO:

- Student's address above
- Address(es) listed in box(es) below

Number of Transcripts Requested:
\$5/copy (processed in 3-5 business days from when the request is received)
\$10/copy (processed immediately)

PAYMENT METHOD:

- Cash
- Enclosed is a check payable to NTC
- Credit Card
 Master Card/Visa/Discover # _____ - _____ - _____ - _____
 V Code _____ (Last 3 # on back of card by signature line)
 Exp. Date _____ / _____

AMOUNT DUE \$ _____

LIST ADDITIONAL ADDRESSES ON THE BACK