TRANSCRIPT REQUEST FORM

Transcripts are not issued until all outstanding accounts with the college are paid. These may include unpaid tuition, bought or lost library materials, lost-key costs, room damage costs, etc.

Transcripts issued directly to the student will be stamped 'Issued to the Student'.

Date:	No. of Copies:
Student Information (please typ	or print legibly):
Name:	Date of Birth:
Name while at ECLA:	Email:
Tel.:	Programme(s)/Dates attended:
Current Address:	
Student Signature:	t Information (please type or print legibly): Date of Birth: while at ECLA:Email: Programme(s)/Dates attended:
□ Issue Now□ Hold for□ Sealed and signed envelop	urrent term grades Hold until end of programme Deadline:
□ Sealed and signed envelop□ Other:Directions for mailing:	Deadline:
 ☐ Issue Now ☐ Hold for ☐ Sealed and signed envelop ☐ Other: ☐ Directions for mailing: 	Deadline:
□ Issue Now □ Hold for □ Sealed and signed envelop □ Other: □ Directions for mailing: In the space below, please ty	Deadline:





