

TRANSCRIPT REQUEST FORM

Date:	Student I.D.#:
Legal Last Name:	Legal First Name:
Date of Birth	Graduation Year:
Telephone Number:	# of Transcripts required:

Reason for Transcript Request (please provide name of institution):

- Canadian College/University Application: _____
- USA Application - (Marks for Gr. 9-12): _____
- Scholarship Application: _____

Cost:

- Past Graduate: \$25 (cash) for 3 official transcripts
 \$10 (cash) for 1 official transcripts
- Current Students: Transcripts are free

*****Please allow FOUR FULL school days for processing*****

Current Students: Complete PSI Selection www.bced.gov.bc.ca/exams/tsw/tsw/student/

According to SD35 policy a student must come in person and show identification in order to have their transcript prepared. If students are unable to attend in person to order a transcript, they may order copies online through the Ministry of Education.

<http://www2.gov.bc.ca/gov/content/education-training/k-12/support/transcripts-and-certificates>