



3028 Lindbergh Ave  
Bellingham, WA 98225

# Unofficial Transcript Request Form

Processed by Enrollment Department  
360.752.8350 | registration@btc.edu

BTC Official Transcripts: [www.parchment.com](http://www.parchment.com)

GED Transcripts: [www.ged.com](http://www.ged.com)

## STUDENT INFORMATION:

Name (last, first, middle initial) \_\_\_\_\_

Former Name \_\_\_\_\_

SID or SSN \_\_\_\_\_

Birth Date (mm/dd/yyyy) \_\_\_\_\_

Phone Number \_\_\_\_\_

Attendance Dates \_\_\_\_\_

Address (street, city, state, zip code) \_\_\_\_\_

Email \_\_\_\_\_

## ORDERING INFORMATION:

Send my transcript to \_\_\_\_\_  
(include complete mailing address)

I will pick up my transcript (with photo ID)

Designated person will pick up my transcript (with photo ID) \_\_\_\_\_

Full Name of Designated Person

I authorize Bellingham Technical College to release my unofficial transcript.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**Note:** Hand written signature required. Digital/electronic signatures not accepted.

**FOR OFFICE USE ONLY**

Date request received in office: \_\_\_\_\_

Date processed: \_\_\_\_\_

By: \_\_\_\_\_

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