

# Mayland Community College Transcript Request Form

**\$5.00 Payment Required per Official Curriculum Transcript (Check or Money Order Only)**

Please release an official curriculum transcript of my MCC academic record to:

Name of College, Agency, or Individual \_\_\_\_\_

Attention \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Student Name \_\_\_\_\_ SSN # \_\_\_\_\_

Student Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_ Phone Number \* Required\* \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Name while attending MCC (if different from above) \_\_\_\_\_

## Payment Not Required for Unofficial Curriculum Transcripts (Student Copies)

1) Current students should access their unofficial curriculum transcript via LEO (Student WebAdvisor).

2) Students who do not have an active LEO login should complete the following section.

Student Name \_\_\_\_\_ SSN # \_\_\_\_\_

Student Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Name while attending MCC (if different from above) \_\_\_\_\_

Please check here if you would like to receive your unofficial curriculum transcript via email.

Email Address \_\_\_\_\_